



## Opportunity Statement

### Director of Advancement

Named in honor of Louise Thaden, a pioneering aviator from Bentonville, Thaden School opened in the fall of 2017 with just 50 students in Grades 7 and 9. With its well-resourced Indexed Tuition program, the School has grown steadily, and enrollment is over 345 students in Grades K-1 and 6-12 for the 2024-2025 academic year. Designed by a world-class team of architects, the School's 35-acre campus in downtown Bentonville will support as many as 600 students. By the 2026-27 academic year Thaden will offer Grades K-12.

Thaden School now seeks a Director of Advancement to provide vision, leadership, and coordination in creating an inclusive and innovative culture of giving that broadens the School's base of philanthropic support and good will across multiple constituencies.

#### **Role and Responsibilities**

- Working with the Head of School and the Board's Advancement Committee to build a strong and innovative culture of giving across multiple constituencies, inside and outside of the school community.
- Identifying, researching, and cultivating current and prospective donors at all levels, including corporations and foundations as well as individuals.
- Oversee data systems for current and prospective donors and manage the maintenance of giving records in accordance with best practices.
- Develop and execute a strategic plan for meeting fundraising goals for the Annual Fund and Capital Campaigns, in collaboration with the Head of School and other essential stakeholders.
- Advise and support the Advancement Council (parent volunteers) in their work to build a strong culture of giving across multiple constituencies, at all levels, including corporations, foundations, and individuals.
- Working with the Director of Marketing and Communications to develop advancement marketing materials, event marketing plans, and all advancement communications.
- Overseeing the stewardship of all gifts, including the preparation of grant reports.
- Providing reports and analysis of the results of advancement efforts.
- Working with parent volunteers on fundraising initiatives and events.
- Attending school events, including parent and donor functions on weekends and evenings.
- Additional duties as assigned by the Head of School.

## Skills, Qualifications, and Attributes

- At least five years of experience in a comprehensive advancement office, including annual giving, solicitation of major and planned gifts, corporate and foundation grants.
- Ability to articulate and generate excitement for the mission of Thaden School.
- Ability to work with a highly diverse school community.
- Knowledge of principles, methods, and practices of the fundraising profession.
- Knowledge of research techniques and resources in philanthropy and nonprofit organizations.
- Experience in fast-paced work environments that require versatility and resourcefulness.
- Strong organizational skills and attention to detail.
- Excellent writing, speaking, and presentation skills (experience in communications a plus).
- Experience with Raiser's Edge preferred.
- Discretion and skill in the handling of highly confidential information.
- Bachelor's degree required, Master's degree preferred.

## Physical Requirements

- Job frequently requires standing, walking, and handling objects with hands.
- Job occasionally requires reaching, climbing, stooping, kneeling, pushing, pulling, and lifting up to 25 pounds.
- Some work performed outside may require exposure to changing weather conditions.

## Wage Classification

Based on the duties and requirements above, this position will be paid as a salaried exempt employee.

## Applications

Please submit a statement outlining your interest, detailing subject matter expertise and extracurricular areas of experience, transcripts, cover letter and resume through our online portal for [Thaden School Job Opportunities](#). The start date is the summer of 2025. Thaden is an equal opportunity employer and complies with all federal, state, and local laws that prohibit discrimination in employment because of race, color, national origin, citizenship, age (18 or older), religion, disability, marital status, veteran status, and sexual orientation. Applications by members of all underrepresented groups, including women and people of color, are encouraged.

All offers of employment are contingent upon successful completion of a criminal background check.

## About the School

A non-sectarian independent school under the direction of its own board, Thaden School offers a challenging and innovative educational program that ignites in students a passion for discovery and learning, prepares them to succeed in college, and inspires them to lead lives of integrity, purpose, and responsible global citizenship. The School received full accreditation by the Independent School Association of the Central States

in January, 2023, and Niche.com named Thaden the #1 independent high school in the state of Arkansas in 2022, 2023, and 2024.

At the core of the School's mission is a commitment to balance that takes many forms: a curriculum that integrates the sciences and the humanities; indoor and outdoor teaching spaces where sustainability is a tangible part of the lesson; hands-on programs for civic engagement; athletics and physical education programs that build confidence and character through competition and meaningful participation; and a diverse faculty and staff that empower students to think deeply and expansively about their potential and place in the world. The School's robust Indexed Tuition program supports the creation of a balanced learning community where students of many perspectives, talents, and interests learn and grow stronger together.

Located on a 30-acre campus in downtown Bentonville, the School is walking distance from the town square, Brightwater Culinary Institute, The Momentary, and a variety of other educational resources. The School engaged a world-class team of architects to design an enduring and innovative campus that sparks curiosity, inspires creativity, and invites reflection. The principal designer, Marlon Blackwell, is the 2020 recipient of the American Institute of Architects' Gold Medal, the Institute's highest honor. The School's first permanent buildings opened in the fall of 2019 and the completed campus was recently the subject of a feature article in Architectural Record.

The School's website features additional information regarding its mission, educational programs, and faculty and staff.