



### NMH Vision

#### We will

- Be a collective force for good as we educate the next generation of students who will serve and lead in communities around the world.
- Make historic investments in financial aid and assert our commitment to providing access and opportunity to underrepresented communities.
- Deliver a rigorous, immersive, and interdisciplinary program that relies on authentic connections, reflects our commitment to environmental stewardship and social justice, nurtures a global perspective, and leverages our unique resources on campus and around the world.
- Live our mission and values across the life of our school.

### The Opportunity

Northfield Mount Hermon (NMH) seeks an accomplished and forward-looking Chief Advancement Officer (CAO), who will embrace the school's mission of educating the head, heart, and hands of its students by engaging their intellect, compassion, and talents, and empowering them to act with humanity and purpose. Reporting directly to the Head of School, the CAO will serve as the chief architect and leader of NMH's advancement program. This is a unique opportunity for a collaborative, strategic, and experienced advancement professional to help shape the future of one of New England's premier independent schools.

With the completion of *This Place, This Moment: The Campaign for Northfield Mount Hermon*, NMH is asserting its leadership among independent schools. It is the expectation NMH's advancement operation reflects NMH's leadership.

The next CAO will inspire and lead a seasoned team, shape the vision for fundraising and constituent engagement, and build the infrastructure, culture, and relationships necessary to support both current and emerging priorities that reflect NMH's aspirations and expectations.





## Search for Chief Advancement Officer



### About Northfield Mount Hermon

A coeducational, secular boarding school serving 630 students in grades 9 through 12, plus a postgraduate year, Northfield Mount Hermon is located on a serene, wooded 746-acre campus in Massachusetts' Connecticut River Valley.

NMH provides an advanced educational experience that empowers students to discover and follow their passions. Students find their purpose in an inclusive, diverse community that deepens their intellect, expands their compassion, and believes in their potential to become leaders who make the world a more equitable and just place.

NMH began as two institutions, both founded by 19th-century evangelist D.L. Moody: the Northfield Seminary for girls, which opened its doors in 1879, and the Mount Hermon School for Boys, which opened two years later on the site of the current campus.

The schools aimed to provide a transformative educational experience to young people with limited financial resources. From its earliest days, NMH enrolled students from all races and ethnicities; 17 Indigenous people were among the first 100 students at Northfield, and Mount Hermon's first graduates included a formerly enslaved student as well as students from China, Sweden, England, Ireland, Canada, and Japan.

This commitment to diversity continues today: 34% of our domestic students are people of color, and 25% of students are from countries other than the U.S. A top priority of the school's current campaign is to continue to increase its financial aid budget to make an NMH education accessible to even more students; currently, 38% of families receive financial assistance.

NMH's rigorous, student-centered educational program is based in its immersive College-Model Academic Program and includes distinctive academic strengths in such areas as environmental studies, social entrepreneurship, and the arts. Every student contributes to the daily operations of the school through NMH's work program, a core practice since its earliest days that reinforces the value of work and the key role each member plays in the community.





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### School Leadership

Mr. Brian Hargrove

Since his arrival at Northfield Mount Hermon in 2019, **Head of School Brian Hargrove** has led an energetic process of institutional transformation, building on the legacies of prior leaders and imbuing the school's longstanding commitments to academic rigor, service, and citizenship with renewed relevance for today's world.

During Brian's tenure, NMH has seen one of the most significant periods of campus improvement in the school's history, with more than \$70 million invested in new or renovated campus facilities. *This Place, This Moment: The Campaign for Northfield Mount Hermon*, one of the most ambitious fundraising campaigns at an independent school, is nearing fulfillment of its \$275 million goal, fueled in part by a bequest of \$50 million, the largest-ever gift to the school.



Brian is a member of the board of the Association of Independent Schools in New England (AISNE) and is actively involved with the National Association of Independent Schools (NAIS). He has served on the U.S. Advisory Council for the Council for Advancement and Support of Education (CASE) and earned distinction as a CASE Laureate for longtime volunteer service. He speaks and writes frequently on the importance of independent schools in serving the public good and in educating and equipping young people for lives of humanity and purpose.

### Board of Trustees

NMH is governed by a Board of Trustees consisting of 24 members with diverse backgrounds in finance, real estate, law, education, and other fields. The board collaborates with the school's senior leadership to develop policies and make essential decisions guiding the institution's mission and strategic direction.





## Search for Chief Advancement Officer



### Living in the Connecticut River Valley

NMH is located in the quiet, peaceful town of Gill, Massachusetts, in the historic Connecticut River Valley. The region has an impressive concentration of educational, cultural, and historic sites as well as opportunities for outdoor recreation. The college towns of Amherst (Amherst College, Hampshire College, and UMass), Northampton (Smith College), and South Hadley (Mount Holyoke College) — with their museums, restaurants, theaters, independent bookstores, shopping, and entertainment — are a short drive from NMH's campus. Independent schools including Bement, Deerfield, Eaglebrook, Wilbraham and Monson, and Williston Northampton are also near neighbors, constituting a large professional community of independent-school teachers and administrators.



### Role of the Chief Advancement Officer:

#### Key Responsibilities:

- | Serve as a strategic partner to the Head of School and Board of Trustees, guiding the design and execution of advancement goals that support NMH's mission, strategic plan, and financial sustainability.
- | Lead and manage the Advancement Office, including annual giving, major gifts, planned giving, advancement operations, alumni engagement, stewardship and prospect research. Provide direction, mentorship, and accountability for director reports, including the Senior Director of Advancement Operations, the Director of Major Gifts, the Director of Annual Giving, and the Director of Legacy Giving.
- | Oversee the marketing and communications office; with the Dean of Enrollment make decisions regarding brand strategies, social media presence, and website priorities.
- | Review campaign strategy to complete the current campaign, ensure continued growth in philanthropic support, and position NMH for future campaigns.
- | Partner with faculty, staff, and academic leaders to understand institutional priorities, articulate compelling cases for support, and communicate NMH's distinctive strengths.
- | Personally manage a portfolio of 50 to 75 current and prospective donors capable of making gifts of \$250,000 or more, including 25-plus \$1 million-plus prospective donors. Build relationships through thoughtful cultivation, strategic solicitation, and meaningful stewardship.
- | Be an external force for good for NMH. Travel roughly one-third of the time (domestically and globally), in support of both major-gift fundraising and broader constituent outreach at regional events.
- | Set clear performance goals for all frontline fundraisers, including visit targets, solicitation goals, and revenue benchmarks. Accurately forecast philanthropic revenue and provide meaningful reports to leadership and trustees.
- | Oversee a robust annual fund program that engages alumni, parents, and friends through diverse channels including direct mail, email, social media, and peer-to-peer outreach. Ensure the program meets annual targets while building the pipeline for future major donors.



## Search for Chief Advancement Officer



- | Strengthen NMH's planned giving program by expanding marketing efforts, hosting educational events, and ensuring thorough documentation of legacy commitments.
- | Support signature community events including Reunion Weekend and regional programming. Partner with staff and volunteers to ensure high-quality experiences that deepen donor connection.
- | Ensure the accuracy, security, and strategic use of the Slate database. Leverage data analytics to measure progress, evaluate strategy, and drive continuous improvement.
- | Advance a culture of philanthropy across the school community. Serve as a visible ambassador for NMH and inspire giving at all levels.

### **Professional Skills and Competencies:**

The successful candidate will bring a track record of leadership, innovation, and results in advancement, along with the personal qualities needed to inspire confidence and trust. While NMH will consider a broad range of backgrounds, candidates are expected to demonstrate most of the following:

- | At least 15 years of progressively responsible advancement experience, including major campaigns and team leadership. Experience in an independent school or higher education environment is strongly preferred.
- | A leadership style marked by integrity, collaboration, transparency, accountability, humor, resilience, and an unwavering commitment to excellence.
- | A record of personal success cultivating, soliciting, and stewarding gifts at the five-, six-, and seven-figure levels.
- | The ability to develop, motivate, and hold accountable a diverse team of professionals, fostering a culture of high performance, collaboration, and continuous growth.
- | Demonstrated ability to partner with trustees, senior administrators, and faculty to shape philanthropic priorities and engage donors at the highest levels.
- | Outstanding written and verbal communication skills, with the capacity to craft compelling proposals and deliver persuasive presentations.
- | A strategic, data-informed mindset with the ability to analyze donor and campaign data, identify opportunities, and adapt strategy to achieve ambitious goals.
- | Emotional intelligence, authenticity, and humility, with the interpersonal skills to engage a wide range of stakeholders across backgrounds, ages, and perspectives.
- | Demonstrated experience working with a high-functioning board.
- | Knowledge of current best practices in advancement, including the use of digital tools, integrated marketing, and innovative approaches to donor engagement.
- | Familiarity with relational donor database systems, preferably Slate.
- | Ability and desire to travel locally, regionally, nationally, and internationally.
- | Experience in international fundraising is preferred.
- | A bachelor's degree is required; an advanced degree is preferred.



## Search for Chief Advancement Officer



### Salary and Benefits:

Salary range is \$250,000-\$275,000, commensurate with experience. NMH offers a generous benefits package as well, including tuition remission and on-campus housing.

### To apply, candidates should provide:

- A letter of interest addressing qualifications and vision for the role
- A complete résumé detailing positions and responsibilities
- Three professional references with contact information

### Please email materials to:

[NMHCAO@ies-consulting.org](mailto:NMHCAO@ies-consulting.org)

### Questions?

**Contact:** Peter J. Gillin (Senior Partner), [petegillin@ies-consulting.org](mailto:petegillin@ies-consulting.org)

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***Northfield Mount Hermon is an equal opportunity employer.***