

Director of Major Gifts

Reports to: Director of Development

Hours: Full-time

Start date: Summer 2026 (10 August start date; flexible for the right candidate)

Salary range: c.£70,000 per annum, depending on experience

Apply by: Sunday, 24 May

**The
American
School in
London**

Overall Purpose:

The Director of Major Gifts is a frontline fundraiser responsible for driving philanthropic growth by managing a portfolio of high-impact donors. This role focuses on identifying, cultivating, and stewarding prospects capable of leadership annual, major, and planned gifts. As a key collaborator within the development team, the Director of Major Gifts aligns donor passions with institutional strategic initiatives to foster a vibrant culture of giving.

Summary of duties and responsibilities:

- Manage a targeted portfolio of 75-100 major gift prospects, developing bespoke "moves management" plans to transition prospects into committed donors
- Implement individualized strategies that align a prospect's philanthropic goals with institutional needs, utilizing data and research to inform appropriate ask amounts
- Collaborate with the Director of Development and Giving Manager to draft compelling gift proposals, case statements, and donor-facing materials
- Partner with the Director of Development Services to execute creative cultivation plans and ensure all activities, meetings, and outcomes are documented in the CRM for team-wide transparency
- Support high-priority campaigns, special initiatives, and fundraising events. Attend school and Advancement-hosted events to build community presence
- Work alongside Development colleagues and volunteers to deliver high-touch stewardship and impactful gift reporting

Essential qualifications/experience:

- Substantive progressive frontline fundraising experience with a proven track record of securing six- and seven-figure gifts
- Building and developing effective relationships
- Exceptional verbal and written communication skills, highly organized and a problem-solver, positive and friendly, strong people management and interpersonal skills
- High emotional intelligence, attentive listening, and the ability to build credibility with major prospect stakeholders
- Willingness to travel internationally and attend events outside of School hours and on weekends
- A steadfast commitment to the safeguarding and welfare of children

Desirable qualifications/experience:

- Advanced degree preferred
- Knowledge proficiency in Blackbaud Raiser's Edge
- Knowledge and understanding of American and/or international educational institutions

- Embraces continuous learning and collaborative problem-solving contributes creativity, initiative, and teamwork to a mission-aligned development culture
- Experience training or managing fundraising volunteers and committees
- Ability to manage multiple relationships and projects simultaneously
- Ability to thrive in a fast-paced, goal-driven environment and adjust to dynamic event schedules with ease
- Collaborative team colleague, proactive and capable of thriving in a fast-paced, goal-driven environment

This position description is current at the date shown but following consultation may be changed to reflect or anticipate changes in the role that are commensurate with the job title and salary.

The American School in London is committed to safeguarding and promoting the welfare of children and young people and expects all trustees, employees and volunteers to share this commitment. All new appointments will be subject to appropriate checks: Disclosure and Barring Service (DBS enhanced), Disqualification by Association Self-Declaration, Declaration of Criminal Record, checks against the Teaching Regulation Agency (TRA) Prohibition List (Teacher Status Checks) including Identity, Address, Date of Birth, a Full Employment History, Right to Work in the UK, overseas checks where applicable, at least 2 references (one with current or most recent employer, where appropriate) and original documentation of Qualifications (where appropriate). For positions into Senior Management a Prohibition from Management Check (s128 Directive) will also be undertaken.

All posts involving direct contact with children are exempt from the Rehabilitation of Offenders Act 1974. However, amendments to the Exceptions Order 1975 (2013 & 2020) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website. Shortlisted candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to the date of the interview. You may be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure & Barring Service before your appointment is confirmed.

ASL is dedicated to fostering courageous global citizenship in a diverse and inclusive school environment. In our international community, we aspire for the cultures and backgrounds of our employees to mirror those of our families and student body, and we enthusiastically welcome applications from candidates who bring diverse life experiences, perspectives and skills. Educators with knowledge of global education and prospective applicants for any position who are committed to diversity and inclusion are particularly welcome to apply. The American School in London will not discriminate against an applicant or employee based on race, color, religion, creed, national origin or ancestry, sex, age, physical or mental disability, genetic information, gender identity or expression, sexual orientation, marital status, maternity or parental status, or any other legally recognised protected basis under local law. Read our [Diversity, Equity and Inclusion statement here](#).