

Director of Development—The New School

(Part Time Position)

The New School (TNS), an independent four-year high school in Atlanta, offers an innovative curriculum which blends traditional academic study and community engaged learning, creating opportunities for students to do real-world work that takes them beyond the classroom. TNS takes a blended approach combining multiple experiential learning opportunities with a rigorous college prep program to equip students with the competencies they'll need to thrive in the workplace, higher education, and their personal lives after high school. TNS students apply their classroom learning in the city through major interdisciplinary projects, an entrepreneurship program, and internships, and in the process develop portfolios of exceptional work and experiences. The New School is a pioneer of the Community Engaged Learning (CEL) model and has developed a network of 100+ community partners in Atlanta and beyond. To learn more, please visit www.tnsatlanta.org.

The New School is starting an expansion phase starting in 2020 from 80 students over grades 9-12 to around 120-150 students, a growth phase that will take four years to complete. This is a unique opportunity to join a team of passionate educational innovators at an exciting stage in the development of a school at the cutting edge of project-based and community-engaged learning. To learn more, please visit www.tnsatlanta.org.

Position Description

The New School seeks a part time Director of Development to lead the development and execution of a strategic plan to raise critical funds for the school. Our current fundraising activities include an annual campaign, a parent fundraiser event, student fundraising efforts for senior trip financial aid, the SSO tax credit program, and occasional individual or family foundation major gifts or grant applications. We run an operating budget that is covered by tuition and SSO tax credit program revenue for financial aid, but as a relatively new school (less than 6 years old), there are considerable capital needs that will need to be provided for over the coming years through fundraising efforts. This is a new position at the school, and a unique opportunity to bring strategy, vision and grit to make a huge impact on an innovative school at a pivotal time in the school's growth.

Essential Job Functions

Below are some of the tasks required of this position:

Design

- Rethink a comprehensive fundraising strategy centered around annual campaign giving, parent/community fundraising events, major gift / grantmaking operations, and the SSO tax credit program
- Improve systems and processes for acknowledging gifts, tracking donors, engaging with stakeholders, and alumni relations

Explore

- Source new grantmaking opportunities
- Build relationships with Atlanta-based foundations and individuals for future major-gift asks
- Develop new ways to engage with TNS alumni

Engage

- Manage the execution of the annual campaign, SSO tax credit program, and parent/community fundraising event
- Work with the parent fundraising committee to engage parents in annual campaign efforts, the SSO tax credit program and the parent fundraising event
- Apply for grants and major gift opportunities
- Work with the admin team to ensure donors are appropriately thanked and engaged, and required grant reporting is completed

Collaboration and Planning

- Attend weekly team meetings and faculty planning afternoons (where appropriate)
- Participate in and attend all student recruitment events (e.g., Information Sessions and Open Houses)
- Participate in planning and attend all Parent Events, Exhibitions, Curriculum Nights

All faculty and staff are expected to embody the following New School values:

- The belief that students should be architects of their own learning
- A commitment to knowing students well and serving as their guide
- A passion for innovation, collaboration and participation in a community of learning
- Commitment to the school culture of continuous reflection and growth

Other qualifications:

- 4-year undergraduate degree required
- At least two years of development experience in education, or at least five years in development in another non-profit sector

To apply or learn more, please send a resume and cover letter to careers@tnsatlanta.org.