



Director of Leadership Giving
Mercersburg Academy
Mercersburg, Pennsylvania

Mercersburg Academy is an independent coed college-preparatory boarding and day school for grades 9-12 and postgraduates. Mercersburg's proud history and rich traditions date back to 1836, when the Academy's predecessor, Marshall College, was founded at Mercersburg. It was chartered as Mercersburg College in 1865. In 1893, Mercersburg's Board of Regents elected William Mann Irvine to lead the institution. Within months, Dr. Irvine renamed the school Mercersburg Academy and reorganized it as a college-preparatory school based on the Exeter model. Mercersburg rapidly grew in size and stature, gaining regional and national recognition as a top college-preparatory boarding school with strong ties to Princeton University.

Through the Depression and World War II, the Academy prospered. In 1969, Mercersburg embraced coeducation, and the campus and the school's offerings continued to grow. New building projects dominated the latter half of the 20th century with the completion of Lenfest Hall, the Academy's 45,000-volume library, the Burgin Center for the Arts, and the Simon Student Center. During this time Mercersburg established formal exchange programs with schools in five different countries and completed two enormously successful capital campaigns.

Today, Mercersburg Academy offers a dynamic academic program to a diverse and close-knit community of learners. On a magnificent campus, students learn to think for themselves as they prepare for purposeful lives in a global community.



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com

Director of Leadership Giving

The Director of Leadership Giving reports to the Chief Advancement Officer and will assume a key leadership role in Mercersburg Academy's fundraising program. The Director of Leadership Giving will join a dynamic and team oriented development office. The ideal candidate we seek is a thoughtful, articulate and experienced major gifts leader who demonstrates the ability to organize an engaged constituency towards a common goal. This is a high profile position which requires a strong ability to build consensus and "good-will" on behalf of the School and its loyal constituency. A "Player/Coach" who will both lead the leadership giving staff and personally manage a portfolio of leadership giving prospects. A person who is strategically oriented, knowledgeable about capital campaigns, data-driven, enthusiastic, genuine, an effective manager and leader of people, a team player and one dedicated to the mission of a competitive boarding school will be successful in this position. The Director of Leadership Giving must be able to develop strong relationships with school constituents and to lead a team dedicated to supporting Mercersburg Academy's mission.



Key Responsibilities

- Develop dollar goals and strategies for the major gifts program.
- Leads, manages and directs a maturing leadership giving staff.
- Personally manages a portfolio of approximately 100-125 leadership giving prospects.
- Works with the Advancement and Alumni Relations staff to help further enhance reunion giving and the annual fund's William Mann Irvine Society.
- Interacts with all the constituencies of the School community: Head of School, the administration, staff, faculty, the Board of Regents, alumni, parents, and friends of the School.
- Manages personnel activities, including the hiring, mentoring, management and evaluation of the Leadership Giving team and the Donor Relations and Research Manager.
- Works closely with other directors and the Chief Advancement Officer to support departmental goals and objectives.
- Works with the Chief Advancement Officer to strategically organize a plan to identify, cultivate, solicit and provide stewardship for potential and current leadership donors.
- In anticipation of a comprehensive campaign, assist the Chief Advancement Officer and the Chief Development Officer in the planning and execution of all facets of the campaign.



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com

The Qualifications

- Knowledge and experience with successful leadership annual and capital gift solicitations for both alumni and parents.
- Ability to interact effectively and earn the respect of all the constituencies of the School community: Head of School, the administration, staff, faculty, the Board of Regents, alumni, parents, and friends of the School.
- Knowledge of how to effectively market and communicate the values and mission of the School both internally and externally.
- Experience and ability to lead, motivate and develop Leadership Giving team, and the Donor Relations and Research Manager.
- Commitment to data-driven decision-making.
- A vision and interest in being involved in the strategic planning process.
- Excellent communication skills, both oral and written.
- Knowledge and experience in Planned Giving preferred.
- Ability to develop excellent rapport with donors and volunteers, and to interact with them on a professional and social basis with ease and comfort.
- Integrity, warmth, confidence, a positive outlook and a good sense of humor.
- Interest and willingness to participate with extensive travel, including frequent overnight trips.
- Experience managing volunteers, including members of governing boards.
- A strong commitment to a co-ed independent boarding school education.
- Bachelor's degree required.
- 5+ years of advancement experience required, with experience in major gift work at an independent school or in higher education.

This description is intended to provide a general scope of the position. This job description may include other duties as assigned by manager.



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com



Interested Persons Contact

Jonathan K. Ball
Managing Associate
Carney, Sandoe & Associates
617-933-3450 (dir)
jball@carneysandoe.com

All inquiries and nominations are kept confidential.

Mercersburg Academy does not discriminate on the basis of age, gender, religion, race, color, sexual orientation, gender identity, genetic information, disability, or national or ancestral origin in the administration of its educational policies, scholarship and loan programs, athletic and other School-administered programs, or in the administration of its hiring and employment practices. The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.



Carney
Sandoe
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com