



Vice President for Advancement
St. John's College High School
Chevy Chase, DC

St. John's College High School is a Catholic, independent, coeducational school in the Lasallian tradition located on a 28-acre campus in Chevy Chase, DC. Founded in 1851, St. John's provides a rigorous college preparatory curriculum, an expansive extra-curricular program, and an opportunity for 1,200 students to grow in their faith by encountering the tenets of a Lasallian education.

The culture of giving at St. John's College High School is deep-rooted and strong. Active alumni, parents, faculty, and staff support the school's mission by volunteering their time and financial resources. With community support, St. John's continues to offer small class sizes, exceptional athletics and fine arts, and Christian service-learning programs.



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates

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After completing nearly \$50M of renovations and facility expansion over the past decade, the ideal candidate will possess the proper touch for the stewardship of the current and recent capital donors with an eye towards a future capital campaign starting mid-decade. Before the next campaign, the vice president for advancement will coordinate major gifts initiatives with the president. The next VP will need to enthusiastically embrace the long-range cultivation of the 21st century alumni through the expansion of current engagement programs.



Vice President for Advancement

The vice president for advancement is responsible for establishing and executing the strategic philanthropic priorities of the school. The VP reports directly to the president of the school and is a member of the senior administrative team. The VP will collaborate with the president, as well as St. John's Board of Trustees and the Trustee Advancement Committee to ensure that the advancement priorities align with the school's mission and strategic plan. The VP oversees the advancement office and will build on successes in annual giving, endowment growth, planned giving efforts, and alumni relations.

The VP serves as liaison to the Trustee Advancement Committee and attends SJC Board of Trustees meetings.



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Primary Duties and Responsibilities

- Develops and implements both short- and long-term advancement plans to meet established goals and objectives;
- Clearly articulates and promotes a strong case for the school's philanthropic needs and builds opportunities to enhance and sustain a culture that understands the relationship between philanthropy and the unique quality of a St. John's education;
- Promotes a culture of inclusion within the philanthropy programs;
- Hires, trains, mentors, and evaluates a professional advancement team, which currently includes the director of development, associate director of development, director of annual giving, director of special events, director of advancement services, and database administrator;
- Cultivates relationships with key stakeholders across the school, parents, and alumni communities, and implements programs that will bring donations to the school through direct solicitation or by facilitating the solicitations made by the president;
- Responsible for revenue goals for annual fund and oversees potential capital or endowment campaigns;
- Creates and executes unique giving strategies for capital campaigns and major gifts programs;
- Presents occasionally to trustees, parents, alumni, and other large and small groups of school constituents;
- Meets regularly with the president regarding development goals and initiatives and routinely reports to the Board of Trustees and appropriate committees;
- Attends school events and activities to foster pride and excitement for community life and values;
- Maintains an enthusiasm for alumni events and travels annually to support the current schedule of national alumni gatherings;
- Serves as executive manager of an Alumni Council that focuses on building recurring and sustainable alumni programming to foster affinity and connectivity to St. John's.



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Qualifications

- Deep appreciation and understanding of the school's founding vision, Catholic identity, and mission, and the ability to inspire internal and external constituents;
- Excellent leadership skills including at least seven years of previous work experience successfully managing an advancement team in the education sector;
- Significant involvement in capital campaigns and major gifts programs that required creating and executing unique giving and storytelling strategies;
- Proven track record of successful fundraising;
- In-depth understanding of best practices utilized by independent schools for development and advancement, including but not limited to fund development, technology integration, and alumni relations;
- Superior written and speaking skills and the ability to inspire others;
- Ability to balance multiple priorities in a complex environment;
- Extreme discretion, attention to detail, and commitment to excellence;
- Bachelor's degree required.



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Interested Persons Contact:

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All inquiries and nominations are kept confidential.

St. John's College High School 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.



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