



**CRISTO REY DE LA SALLE EAST BAY HIGH SCHOOL
OAKLAND, CA**

Position Available: Director of Development

Cristo Rey De La Salle East Bay High School is seeking a Director of Development for its Roman Catholic, co-educational, secondary school to open in the fall of 2018 on the campus formerly home to Saint Elizabeth's High School. The school is sponsored by the De La Salle Christian Brothers, District of San Francisco New Orleans.

The school will use Corporate Work Study Program (CSWP) is modeled after the successful programs at 32 Cristo Rey Network schools. All students are required to complete a college preparatory curriculum and participate in the Work Study Program. Under the Corporate Work Study Program, each student is employed one day per week by a local business or community agency to provide tuition assistance and complement the school's on-site curricular program. The school is currently participating in the Replication Process of the Cristo Rey Network.

The Director of the Development must be a motivated, experienced professional able to create, direct and successfully grow a comprehensive fund development program in support of an \$3-4 million contributed revenue need within 2 years. The Director will build and supervise a development team responsible for stewardship of individual, corporate and foundation gifts, major donor cultivation and stewardship, fund raising events, and marketing and communications. The Director must demonstrate a strong skillset to develop and manage a variety of projects from visioning to implementation to data management and continuous improvement. The Director is a member of the school's leadership team and works collaboratively with the school to meet the objectives of the school and work program. This position reports to the Cristo Rey De La Salle East Bay High School President.

An ideal candidate for Director of Development will have 10 or more years of experience in fundraising or a related field. In addition, this candidate will have a Bachelor's Degree, Master's Degree preferred. The candidate must possess and model strong leadership skills, desire collaborative team management, be committed to understanding and embracing the cultural backgrounds of students and families, possess both excellent written and oral communication skills, and have experience as a supervisor of personnel with budgetary responsibility. We seek a person of faith who believes in the transformative power of education.

The Director of Development is responsible for

- (1) Directing a comprehensive fund development program in support of a \$3-4 million annual fund need
- (2) Stewarding relationships with individual, corporate, and foundation donors
- (3) Executing a series of fundraising & marketing events in support of the mission
- (4) Implementing a comprehensive communications strategy to achieve fundraising and mission goals
- (5) Supervising and supporting a team of staff and volunteers.
- (6) Ad hoc projects assigned by the President.

Commencement: Assume responsibilities by July 1, 2017.

Salary/Benefits: Competitive salary with full benefits.

Job Description: Full position description available at <http://www.delasalle.org/employment/>.

Application: Review of applications to begin April 2017. Interviews will begin in late April, early May and will continue until the position is filled.

Please email résumé, letter of intent demonstrating qualifications for the position as per full job description, three references with complete contact information, and brief description of your educational philosophy to:

Michael Anderer | President, Cristo Rey De La Salle East Bay High School
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