



DIRECTOR OF ADVANCEMENT, MAJOR GIFTS

NEWARK ACADEMY

LIVINGSTON, NEW JERSEY

NEWARK ACADEMY

— 1774 —

Aspen Leadership Group is proud to partner with Newark Academy in the search for a Director of Advancement, Major Gifts.

The Director of Advancement, Major Gifts will be responsible for the identification, qualification, engagement, cultivation, solicitation, and stewardship of major and principal donors. The Director will be charged with placing Newark Academy in a position to achieve the comprehensive fundraising goals of its 250th campaign and beyond. The Director will work closely with the Chief Advancement Officer to build an inspired planned giving program by securing planned and blended gifts. The Director will encourage high impact, fresh, and creative approaches that engage, cultivate, and steward Newark Academy's current donors as well as actively prospect and surface new donors, prioritizing major and planned giving opportunities.

For 250 years, for thousands of students, Newark Academy has served as a pathway to a brighter future. Newark Academy is distinguished by a long history of success and stands out for its enterprising spirit. While many institutions aspire to innovate; Newark Academy truly *does* so—with intentionality, energy, and clockwork regularity. An impressive list of adaptations and enhancements not only demonstrate its commitment to continual improvement, but also have allowed the school to be a perennial pathfinder for its peers—who often follow its lead. Newark Academy's approach to innovation aligns with its commitment to provide students with the skills they need to succeed, to promote long-lasting relationships, to inspire a passion for learning, and to continue to achieve a standard of excellence.

Education today looks different than it did 10 or 20 years ago or, certainly, 250 years ago. Newark Academy has always adapted to respond to the needs of its students and the wider world. It also knows this: education will look even more different 10 or 20 years from now. Our children, our grandchildren, and each new generation always will face different challenges and enjoy new opportunities. They will need a school that understands how to innovate—that embraces innovation. Newark Academy is that school. In 1774 visionary individuals founded Newark Academy to educate leaders in a new land, in what soon became a new country. Today, Newark Academy proudly celebrates the history of one of the oldest schools in the United States—a school that has led the way for 250 years.

REPORTING RELATIONSHIPS

The Director of Advancement, Major Gifts will report to the Chief Advancement Officer, Dr. Rose McSween and serve as a leader on Newark Academy's advancement team.

FROM THE CHIEF ADVANCEMENT OFFICER

Newark Academy's legacy stretches back to the dawn of the Revolutionary War, reflecting a forward-thinking mindset to educate future leaders of a democratic nation. Over two and a half centuries, we have maintained our strength as an independent school by adapting to the evolving needs of each new generation, while staying true to our fundamental values. We equip students to lead in a complex and rapidly changing world. We nurture students who can engage in meaningful debates, collaborate with diverse perspectives, solve global problems, and exhibit perseverance.

We are proud that Newark Academy commands record-setting admissions interest from families in over 90 communities in New Jersey. We applaud our student acceptances at a wide variety of top colleges and universities across the country and around the world. Personally, I feel it is a privilege to serve in this esteemed school community as an advancement leader alongside such dedicated members of faculty, staff, and administration.

Head of School Donald M. Austin welcomed me as the Academy's first Chief Advancement Officer, just as the pandemic was receding in January 2022. Along with our seven highly committed advancement professionals, we are scaffolding on the Academy's last successful campaign, Rise and Flourish, by re-engaging our 5,000+ constituents through intentional relationship-building strategies connected to our 250th anniversary.

Hundreds of our alumni and parents have returned to campus for events, performances, and athletic competitions—and this interest will culminate in the 250th Celebration on May 4, 2024. Leveraging this historic occasion, we launched the quiet phase of Ad Lumen: The Campaign for Newark Academy, a \$30 million comprehensive campaign.

The campaign prioritizes securing benefactors for three pillars of school life: recruiting and retaining a talented, diverse student body; supporting an experienced, excellent faculty and staff throughout their careers; and the creation of more sustainable, student-centered spaces on our beautiful 68-acre campus in Livingston, New Jersey. These priorities dovetail with our new strategic plan, [Putting People First](#), one element of which is to continually invest in a high performing institutional advancement team which sets a standard for excellence. To this end, Newark Academy has received several CASE Awards, in particular for our creative, fun-loving approach to the Day of Giving.

If you are an experienced, donor-centric fundraising professional who enjoys facilitating major gifts and planned giving conversations and you want to work in a collaborative, cosmopolitan independent school community of passionate lifelong learners, my team members and I want to meet you. Let's explore how you can help us fulfill our school mission to: "contribute to the world engaged individuals instilled with a passion for learning, a standard of excellence, and a generosity of spirit."

—Dr. Rose McSween, Chief Advancement Officer

NEWARK ACADEMY'S COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

Newark Academy seeks and celebrates diversity in its faculty, staff, and student body. Newark Academy is a diverse school community where all members are welcomed, respected, valued, and celebrated. It is committed to its responsibility for fostering and maintaining a caring and inclusive community that thrives on intellectual, social, and emotional interactions across differences. Members of the Newark Academy community are encouraged to build trusting relationships with one another grounded in kindness and empathy.

Through intentional, active, and ongoing engagement of multiple voices, Newark Academy strives to create an equitable environment where all members can have a sense of belonging to learn and grow as citizens of the world. All Newark Academy students, faculty, and staff are asked to review and commit to its *Community Commitments* emphasizing the five values of inclusivity, kindness, responsibility, trust, and growth mindset. In so doing, Newark Academy hopes to further its equity and inclusion goals.

PRIMARY RESPONSIBILITIES

The Director of Advancement, Major Gifts will

- surface and close six- and seven-figure gifts that achieve and exceed Newark Academy's advancement goals;
- manage a donor portfolio of roughly 100 prospects, employing best practices and strategies in all aspects of moves management to meet or exceed annual goals;
- partner with Advancement Services, donor research professionals, and others to use qualitative and quantitative data to inform portfolio creation and planned giving programs;
- participate in and support institutional advancement activities at Newark Academy, such as the annual fund and alumni relations programming;
- adopt and integrate best practices and trends in independent school philanthropy, frontline fundraising, and planned giving;
- help to create and sustain a vibrant and engaging institutional culture of philanthropy.

LEADERSHIP

Dr. Rose McSween

Chief Advancement Officer

As Chief Advancement Officer, Rose Byron McSween, Ed.D. leads the Office of Institutional Advancement and Newark Academy's upcoming capital campaign, *Ad Lumen: The Campaign for Newark Academy*. Dr. McSween previously held the position of Executive Director of Development and *Centennial Campaign* Manager at Fordham University's Gabelli School of Business. While at Fordham University, Dr. McSween served on the business school and development leadership teams, steered the school's \$75 million *Centennial Campaign*, and helped the rankings and annual fund participation rates to steadily rise. Dr. McSween has also held a number of positions at independent schools in the Tri-State area, including St. David's School, Grace Church School, LREI, Loyola School, and the Dwight-Englewood School.

Dr. McSween has a Bachelor of Arts from Dartmouth College, master's in business administration from New York University, Master of Arts in Educational Leadership and Technology from New York University, and Doctorate in Educational Administration and Leadership from Fordham University.

PREFERRED COMPETENCIES AND QUALIFICATIONS

Newark Academy seeks a Director of Advancement, Major Gifts with

- a commitment to the mission of Newark Academy—to contribute to the world engaged individuals instilled with a passion for learning, a standard of excellence, and a generosity of spirit;
- frontline major gift fundraising experience including a history of closing gifts with significant institutional impact;
- a track record of structuring and closing blended and planned gifts;

- experience in a comprehensive capital campaign, working with senior management and principal donors;
- a personal and professional commitment to a culture of philanthropy, a mission driven approach, donor centric fundraising, lifelong learning, and best practices in institutional advancement;
- a capacity to balance multiple responsibilities and work independently as well as collaboratively within a high performing team;
- exceptional interpersonal skills and an ability to work well with people at all levels of an organization;
- excellent written and oral communication skills across platforms;
- fluency with Raiser's Edge (or similar products); and
- a well-organized and detail-oriented approach to one's responsibilities and a commitment to transparency, fairness, and serving as an authentic team player.

A bachelor's degree or an equivalent combination of education and experience is preferred for this position as is at least five years of frontline major gift fundraising experience. Newark Academy will consider candidates with a broad range of backgrounds. If you are excited about this role and feel that you can contribute to the Academy, but your experience does not exactly align with every qualification listed above, we encourage you to apply.

SALARY AND BENEFITS

The salary range for this position is \$125,000 to \$150,000 annually. Newark Academy offers a comprehensive [package of benefits](#) including health insurance, life insurance, and optional insurance offerings, as well as education, housing, relocation, retirement benefits, and three week summer remote work option.

LOCATION

This position is in Livingston, New Jersey.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of Newark Academy as well as the responsibilities and qualifications presented in the prospectus.*** Review of applications will begin immediately and continue until the successful candidate has been selected.

To apply for this position, visit: [Director of Advancement, Major Gifts, Newark Academy](#).

To nominate a candidate, please contact Patrick Key, patrickkey@aspenleadershipgroup.com.

All inquiries will be held in confidence.