



**DIRECTOR OF DEVELOPMENT**  
**SCIENCE CLUB FOR GIRLS**  
Cambridge, Massachusetts  
[Science Club for Girls](#)



The Aspen Leadership Group is proud to partner with Science Club for Girls in the search for a Director of Development.

The Director of Development will plan and implement the next phase of a comprehensive engagement and fundraising strategy during Science Club for Girls' (SCFG) current period of organizational growth. Working closely with the Executive Director and the Board of Directors, the Director of Development will develop and oversee a communications plan and comprehensive multi-year strategy to advance SCFG's development goals, including raising \$700,000 to \$1 million annually through a diversified portfolio of individual, corporate, and foundation funders. The successful candidate will utilize a track record of accomplishment in fundraising, creativity, entrepreneurship, leadership, and strong communications.

Founded in 1994, Science Club for Girls is a registered 501(c)(3) organization that fosters excitement, confidence, and literacy in STEM (science, technology, engineering, and mathematics) for girls in grades K-12, focusing on girls from communities underrepresented in STEM. This fall, 13 clubs will be operating in Cambridge, four in Somerville, and four in Boston. Girls work with mentor-scientists who model and foster leadership and introduce the range of STEM fields and careers. With an updated strategic plan and a new Executive Director, SCFG has been receiving new levels of engagement and investment from the philanthropic community with multiple five- and six-figure grants awarded and more invitations forthcoming.

SCFG programs are designed as "clubs" to reinforce collaboration and teamwork, as these methods have been shown to greatly enhance girls' learning. To help build both skills and confidence, curriculum and club structures are designed to be inquiry driven. Activities are hands on, rather than demonstration style with opportunities to experiment, to fail in safe and supportive settings, and to be resourceful and persistent.

With women making up less than 26 percent of the STEM workforce – and Black and Hispanic women at less than four percent – SCFG addresses a critical need, offering a continuum of engaging activities in STEM for K-8 girls, junior mentoring and leadership experiences for high school girls, and adult mentoring and role modeling by committed women with STEM careers. The clubs are free, removing a barrier to access. SCFG focuses on girls and young women from groups underrepresented in STEM by income, race and/or first-generation college bound. In 2016, 80% of girls involved in the programs were from underrepresented communities and 100% went on to college, including to prestigious institutions such as Harvard, Brandeis, Boston, and Northeastern Universities. For the past nine years, more than half SCFG alumni have majored in STEM fields and are ideally positioned to benefit from follow-on programs. SCFG participants stay interested in science through high school, select more challenging math and science courses and are aware of STEM career possibilities because of SCFG.

## REPORTING RELATIONSHIPS

The Director of Development will report to the Executive Director, Bonnie Bertolaet.

## PRINCIPAL OPPORTUNITIES

*Science Club for Girls has been a Cambridge/Boston-based leader in out-of-school STEM programming for girls for over 25 years. Anchored by strong relationships with schools, community organizations, and corporate partners, we provide a continuum of free programming for girls from underrepresented communities in STEM, starting in kindergarten and continuing through 12<sup>th</sup> grade. We emphasize the “whole girl” through relationships with adult women mentors who study and work in STEM and with our high-school-age Junior Mentors. Our adult mentors run our programs for girls in K-8<sup>th</sup> grade alongside the Junior Mentors – our Junior Mentor program is a leadership program for our high school girls in which young women learn communication, teambuilding, and leadership skills, all while reinforcing STEM concepts and skills. Our programs are experiential, with girls working alongside women while learning different STEM disciplines over the course of a semester. Through SCFG, our girls are exposed to STEM, experience STEM and mentorship, and envision themselves as STEM people and professionals, which, in turn, transforms their outlook on career options and pathways. Many of our girls participate in our programs for significant spans of time (>5 years), with some participating with SCFG for the full 13 years of schooling and then graduating to become adult mentors. Over the last 10 years, over 92% of our high school juniors and seniors have gone on to college, with over 55% of our graduates majoring in science, engineering and allied health.*

*SCFG has been a force in the greater Boston/Cambridge community for the past 25 years, and the organization seeks to capitalize on a new buzz and energy coming from a sharpened strategic plan and a greater sense of urgency from the community about our mission. SCFG is seeking a Director of Development to add to its team to help usher in a new era of growth and expansion for the organization. SCFG has deep ties and relationships with foundations and the biotech/pharma communities, and we are expanding connections with the high tech and engineering sectors as well as exploring new relationships with educational partners at both the community level and with our stakeholders in higher education. The Director of Development will also lead a new campaign to expand our individual donor base, where there is an enormous potential to give our communities the opportunities to become invested in creating the next generation of STEM professionals.*

–Bonnie Bertolaet, Executive Director

## PRIMARY RESPONSIBILITIES

The Director of Development will

- develop a multi-year fundraising strategy addressing annual giving, major gifts, foundation and corporate grants, and events to increase philanthropic support; set goals, track progress, and provide periodic reports;
- develop and implement a communications strategy for organizational advancement;
- build and implement a major gifts program, including research, moves management, and stewardship strategies;
- oversee activities related to SCFG’s 25<sup>th</sup> anniversary celebrations;
- manage a portfolio of major donors;
- Identify, cultivate, solicit, and steward corporate, foundation, and individual donors and new prospects;
- help build on partnerships with universities and colleges in the Boston area;
- supervise contract grant writers in development, drafting, and submission of grant proposals, reports, and budgets, and draft proposals as needed;

- guide and support SCFG's Board of Directors and its Development Committee, staff, and volunteers in donor identification, cultivation, and solicitation;
- develop annual fundraising goals with the Executive Director; and
- maintain donor information in the database including contact information, dates of and notes from meetings, reporting due dates, and submission dates, correspondence with donor staff, etc.

## KEY COLLEAGUES



**Dr. Bonnie Bertolaet**  
**Executive Director**

Prior to her role as Executive Director, Dr. Bertolaet served on the Board of Science Club for Girls from 2017 and served as its Chair in 2018. In that role, she was the major force behind the current strategic plan, the operational restructuring of SCFG, and a reinvigorated focus on development. Bonnie has worked in biotech and with educational organizations in public and private schools in a variety of roles, including working in STEM education and supporting an equity-based educational program focused on raising awareness of physical and intellectual disabilities for children in K-6th grade. Dr. Bertolaet received her B.A. from Amherst College and her Ph.D. from Harvard University and trained as an NIH post-doctoral fellow at the University of California San Diego and The Scripps Research Institute.



**Karen Page**  
**President and Board Chair**

Karen has taken on the role of our new President and Board Chair. Karen is Senior Director of Clinical Biomarker Sciences at Pfizer where she has worked for over 25 years. Her parallel volunteer career demonstrates a passion for programs that promote the positive development of women and girls. Karen has served as President and Chairman of the Board for both the Massachusetts Chapter of the Association for Women in Science (2012-13) and the Junior League of Boston (2017-18). She is the recipient of JL Boston's 2005 Active Volunteer Award, the 2006 Outstanding Manager Award, and the 2015 Sarah Lawrence Award for community service beyond the Junior League. Karen earned her PhD in Pharmacology at Boston University School of Medicine.



**Gretchen Fougere**  
**Deputy Board Chair and Clerk**

Gretchen is passionate about energizing students to explore the awesome potential of the STEM/STEAM disciplines to transform their lives. She was senior leader at Engineering is Elementary at the Museum of Science and a K-12 educator. Gretchen was Associate Dean, College of Engineering, Boston University and founded three STEM educational programs, annually training and deploying 60 engineers to 3,400 secondary students nationwide. Prior experience includes roles at Duracell, Motorola and Pratt & Whitney Aircraft. She received a Ph.D. in Materials Engineering from Northwestern University.



**Sonal Patel**  
**Development Committee Chair**

Sonal Patel, a former SCFG volunteer, is a dentist and practiced in the UK. She became involved with SCFG through her daughter who is a junior mentor. Sonal saw firsthand how the experience of volunteering at the clubs, sharing the love of science with younger students, and being around other girls, young women, and adult mentors who love STEM too, builds confidence in all involved. Sonal holds degrees from The University of Sheffield and is a Member of the Royal College of Surgeons of Glasgow.



**Karen Whitney**  
**Treasurer**

Karen is President of The Sonder Group and builds teams for life science companies developing breakthrough technologies such as Next Generation Sequencing and Synthetic Biology. Previously, she was VP, Business Development at the NewcoGen Group a Flagship Pioneering Fund and was part of the founding business development team at Celera Genomics, the first company to sequence the human genome. For over a decade, she held commercial leadership roles at PE Applied Biosystems (Now Thermo) and Pharmacia (Danaher). She earned a BA in Biology from Colby College.

### **PREFERRED QUALIFICATIONS**

Science Club for Girls seeks a Director of Development with

- a commitment to the mission of Science Club for Girls;
- experience in the planning and successful implementation of a multi-faceted development program as well as working knowledge of all aspects of development, including major giving, annual giving, on-line giving, event management, and institutional giving (including corporate and foundation grants);
- a proven track record in major gifts and closing at the 5-figure level and above;
- experience with corporate sponsorships;
- excellent verbal, written, and oral communication skills;
- exceptional relationship building and interpersonal skills and the ability to establish and maintain collaborative relationships with colleagues, donors, and prospects;
- working knowledge of and comfort with fundraising database management (Salesforce knowledge preferred);
- a highly organized, detailed oriented temperament with the ability to prioritize competing assignments and deliver quality results on deadline;
- an ability to work independently and as part of team; and
- a demonstrated ability to work effectively with volunteers, including board members, providing them with support and guidance.

A bachelor's degree is required for this position as is at least five years of progressively responsible experience in development or a related field.

## **DIVERSITY, EQUITY, AND INCLUSION**

Science Club for Girls encourages people of all backgrounds, gender identities, races, and ethnicities to apply for its positions. SCFG's commitment to diversity and inclusion is clear in its mission which is to 'foster confidence, excitement, and literacy in STEM for girls, particularly those from underrepresented communities, by providing free, experiential programs and by maximizing meaningful interactions with women mentors in science, technology, engineering, and mathematics.' SCFG targets girls from racial backgrounds underrepresented in STEM, girls from family income backgrounds equal to or less than 275% of the US federal poverty levels for family size, and/or girls who are first generation college bound.

## **SALARY & BENEFITS**

Science Club for Girls offers a competitive salary and benefits package.

## **LOCATION**

Science Club for Girls is located in Cambridge, Massachusetts. The successful candidate may work remotely as well as from the SCFG office.

## **APPLICATION INSTRUCTIONS**

All applications must be accompanied by a cover letter and résumé. Before submitting your materials, please read them over for accuracy. Review of applications will begin immediately and continue until the successful candidate has been selected.

*To apply for this position, visit:*

[Director of Development, Science Club for Girls.](#)

*To nominate a candidate, please contact Shelley Semmler:*

[shelleysemmler@aspenleadershipgroup.com.](mailto:shelleysemmler@aspenleadershipgroup.com)

*All inquiries will be held in confidence.*