

Director of Development

About Yavneh Day School

Yavneh Day School is located in the heart of Silicon Valley and is part of the shared Levy Family Campus in beautiful Los Gatos, California. This vibrant location is a hub for Jewish cultural, recreational, philanthropic and educational activities and creates an engaging backdrop for our students and faculty.

Yavneh offers a progressive K-8 education with a collaborative approach to learning. We offer the highest level of academics, STEAM, music, integrated Jewish studies and Hebrew language curriculum within a warm, welcoming, and inclusive community. We are a U.S. Department of Education Exemplary High Performing National Blue Ribbon School and have been recognized for our dual language program. Our students' accomplishments have been recognized internationally by the World League Robotics Competition and Israeli writing competitions, as well as by the White House and the San Francisco Museum of Art. We are proud of our incredible teaching staff, several of whom have also been nationally recognized. You can even find a chapter about us in the book *What Schools Teach Us About Religious Life* by Daniel Heischman.

A Yavneh education is about fostering curiosity, encouraging risk taking, and ingraining a love of learning. At Yavneh, our students are inspired to achieve their full academic and personal potential while also engaging meaningfully in the world around them.

Job Summary:

Yavneh is poised for growth! We are currently recruiting for a passionate, collaborative, energetic and experienced Director of Development who will serve as a key member of the leadership team. In partnership with the Head of School and Board of Trustees, the Director of Development will be responsible for forging new relationships and expanding Yavneh's visibility and impact within the broader Silicon Valley community. This role will help to expand the school's donor base and strengthen our overall fundraising capacity. The Director of Development will oversee a comprehensive fundraising program that includes annual giving, major gifts, planned giving, endowment campaigns, corporate and community sponsorships, event planning, and stewardship programs with key constituencies in the school and local Silicon Valley community.

Responsibilities:

- Collaboratively design, implement and oversee a comprehensive fundraising program intended to broadly support the mission and strategic goals of the school.
- Oversee all development efforts and programs including major gifts, annual giving, stewardship and events.

- Launch Yavneh's endowment campaign by organizing a leadership committee, setting up a planned giving program and cultivating multi-year gifts.
- Expand the efforts and impact of the Development team and recruit volunteers to support the identification, cultivation, solicitation and stewardship of donors.
- Partner with the Development and Endowment Committees to develop and implement long-term advancement initiatives.
- Engage the Board of Trustees in fundraising goals and initiatives.
- Work closely with the Yavneh Parent Association to cultivate volunteer and community engagement.
- Represent Yavneh within the broader Silicon Valley community through meaningful one-on-one connections and group engagements.
- Partner with senior leadership on strategic initiatives beyond the fundraising arena including strategic planning and administrative review processes.
- Help to integrate and align the efforts of our Advancement, Marketing and Admission teams.
- Manage all development office operations, including donor files and databases, donor acknowledgments, pledge collections, creation of financial records, alumni databases and other records.

Qualifications:

- Philanthropic and managerial experience in the nonprofit sector and an outstanding track record of translating fundraising goals into successful campaigns.
- Display a deep-rooted passion and purpose for community and a drive to connect people with causes and opportunities that make a difference.
- Must bring a high level of integrity, initiative, compassion and enthusiasm for the work that Yavneh is doing and be able to translate that into innovative and thoughtful development programs.
- Demonstrate a high level of integrity, warmth, confidence, a positive outlook, and a strong work ethic.
- Must have the ability to supervise, manage, and delegate and have a strong understanding of budgetary forecasting.
- Willingness and passion to create high level plans while also taking a hands-on approach to cultivating connections within the community.
- Demonstrated ability to launch big picture goals while also maintaining a detailed orientation.
- Excellent organizational and communication skills, both oral and written, and ability to listen thoughtfully and cultivate deep, meaningful relationships.
- Bachelor's degree and/or a CFRE is ideal
- Understanding of donor databases, particularly Little Green Light.
- 5-7 years of experience within the fundraising world with prior experience in annual giving, major gifts, and endowment campaigns.
- While prior experience within the independent school setting is helpful, a passion for education and community development is critical.

Yavneh Jewish Day School is an Equal Opportunity Employer. The school does not discriminate on the basis of age, race, color, gender, sexual orientation, gender identity, disability, religion,

veteran status, national, or ethnic origin, or any other basis prohibited by law. The school is committed to forming an inclusive, welcoming community, where all feel accepted and are treated with respect.

Reports to:

Director of Operations

Compensation and Benefit Summary:

Salary Range: \$90,000 - \$110,000. Excellent benefits offered including medical, dental, vision and life insurance, and employee discount on tuition.

Job Type:

Full Time, Exempt Position.

COVID-19 Considerations:

Staff and students must adhere to state, federal and local COVID-19 precautions. Yavneh Day School reserves the right to assert more strenuous precautions on a case-by-case basis.

Work Location:

Los Gatos, CA 95032. Reliably commute or planning to relocate before starting work (Required)

Contact Information:

If you are interested in applying for this position let us know! Please email a cover letter and resume, along with a list of three references to: joinourteam@yavnehdayschool.org.