



## Director of Development

BES is a national non-profit organization that identifies and prepares excellent leaders to transform education in their communities. From school founders and executive directors, to operations leaders, deans of students, and directors of curriculum and instruction, BES trains leaders to build schools, to ensure their schools excel, and to sustain their results over time. Since 1993, BES has prepared leaders to found more than 195 schools in 46 cities across 21 states and Washington, DC, educating more than 63,000 students each year. 82% of these students qualify for free or reduced lunch, and 94% identify as students of color. In all, BES has trained more than 2,500 leaders to found, lead, and grow schools that reflect and respond to the needs of their communities.

BES is looking for a Director of Development to join our team. The Director of Development is responsible for establishing and executing a robust fundraising strategy that results in BES securing at least \$6M annually (final amount depends on the board-approved budget) so BES can deliver on its mission. The Director of Development reports to the Chief Strategy Officer and supervises the Manager of External Relations.

### Headline Responsibilities:

*The Director of Development will lead fundraising efforts by:*

- Identifying Funder Prospects: Conduct prospect research to identify new funders in collaboration with the Manager of External Relations.
- Managing Relationships and Information: Proactively develop and manage relationships with BES funders (foundations, individuals, corporations) to update them on the work made possible through their investments and gifts via informal and formal grant reports as part of a strategy for donor stewardship. Co-own the highest-level relationships alongside the CEO and will independently own the relationships with mid-level donors. Represent the development team in the organization and with peer colleagues. Maintain accurate records of outreach to prospective and current funders to ensure timely follow-up.
- Producing Materials: Produce high-quality written materials for funders including grant proposals, concept papers, and reports.
- Collaborating Internally: Work with the Director of Finance to finalize budgets and agreements for grants and complete grant reports. In partnership with the Director of Strategic Partnerships, manage the BES Community Advisory Council, a group of 20+ individuals in regions of key importance to BES who provide insights on fundraising and strategy.
- Continuously Improving: Continuously improve the fundraising strategy to raise approximately \$6M annually, with insight on the strategy from the CEO, Chief Strategy Officer, and BES Board Fundraising Committee, in alignment with [BES beliefs](#), the BES strategic plan, and our values of continuous growth and learning, intentional results, valuing all voices and identities, integrity and respect, and clear and candid communication.

**Required Skills, Experience, and Competencies:**

*The ideal candidate for the Director of Development has had at least four years of relevant fundraising experience and has managed other employees for at least two years.*

- Writing and Speaking Skills: Excellence in a broad range of writing skills (relational/email, creative/proposals, business/grant reports) and strong public speaking skills, including being a tenacious storyteller.
- Management Skills: Skilled manager (track record of effective delegation, goal-setting, and coaching and developing others).
- Proven Independent Leader: Has an entrepreneurial and strategic mindset and a track record of getting new grant opportunities, strong stewardship, and successful grant renewals and track record of achieving ambitious goals and overcoming challenges.

**Other Requirements:**

- 30-40% travel (when safe and practical to do so)
- Can be based anywhere in the United States

**Compensation:**

- BES offers a competitive salary and benefits package, which includes medical and dental coverage, a 401(k) contribution match, paid time off, paid parental leave, and the ability to work remotely. The 2021-22 salary range for the Director position grade at BES is:
  - Starting minimum: \$77,250
  - Starting maximum: \$99,750
  - Ceiling: \$122,250