

Position Profile

On behalf of our client, Mounds Park Academy,
CohenTaylor Executive Search Services
is conducting a retained executive search for its

**Director of Development and Community
Engagement**

MoundsPark
A C A D E M Y

MOUNDS PARK ACADEMY

Mission

We teach students to think independently, communicate effectively, and act with respect and integrity in a diverse community that models intellectual ambition, global responsibility, and the joy of learning.

Values

- Students who are involved and engaged in their own education
- An atmosphere of open discourse and academic rigor
- A balance of academics, arts, and athletics
- Experiential learning led by exceptional faculty
- Mutual respect and meaningful service
- Technology as an integral part of learning
- A school-wide spirit of innovation

For more information visit the Mounds Park Academy website:

<https://www.moundsparkacademy.org/>

Organizational Overview

After years of research, hard work, and a commitment to providing a college-preparatory curriculum focused on educating the whole child, founders Bob Kreischer and Sandy Kreischer Smith witnessed their dream become a reality as the doors of Mounds Park Academy opened in the fall of 1982.

With a group of highly committed parents, administrators, and teachers, slightly more than 100 students started that fall. Soon teams and clubs were formed, friendships were cultivated, and students became active participants in classrooms where the joy of learning and the spirit of community were celebrated each day.

The reputation of this amazing school spread, and the student body steadily grew. By 1986, MPA quadrupled its enrollment and celebrated its first graduating class of nine students! Today MPA has approximately 500 students in PreK through 12th grade, and graduates as many as 75 students each year who then move on to well-respected colleges and universities throughout the United States.

Not only has the student body flourished, but the campus has as well. MPA expanded its facilities with the addition of the Lansing Center, a four-court sports center, more than a dozen new Upper School classrooms and science labs, and a student commons. The fall of 2017 brought a state-of-the-art Makerspace to the heart of the school.

From its inception through today, MPA has provided rigorous learning opportunities for students in a nurturing environment, establishing itself as a top-tier college-preparatory school in the Twin Cities.



Why MPA?

Educational journeys only happen once. The challenge parents face is making sure their children are on the right path, one that guides them in the best direction and allows them to follow their successes—and find lessons in failure. Mounds Park Academy believes that the best educational path is one that instills passion for knowledge and equips children to improve our world.

Originals in the Making

MPA embraces every child. The school celebrates differences and guides children on journeys to discover who they are truly meant to be. Academics are central, but there's much more to an MPA education. Athletics, fine arts, and extracurricular activities—children pursue it all at MPA, discovering their own unique amazing.

Academically Challenged & Internally Motivated

MPA offers a rigorous education with purpose in a creative, hands-on, engaging [environment](#) that ensures students find joy in learning. Far more meaningful than memorization, children gain deep understanding and the ability to apply their knowledge across multiple disciplines in innovative ways.

Confident Freethinkers

Children have opinions, emotions, and ideas. MPA encourages free expression. In fact, the school expects it. Respectful discourse and critical thinking prepare young minds for college, careers, and life. When children gain the confidence and courage to challenge status quo, they become equipped to make a positive impact on our world.

Valued Members of a Caring Community

MPA is a [welcoming community](#) built on shared values. Small classes and a connected community create the best learning environment for all children. MPA seeks to know and understand each child, and its teachers and students treat each other with kindness and respect.

Dreamers & Doers

MPA encourages students to move, play, dream, and do. The school embraces wonder and creativity. MPA students venture outside, around the corner, and across the world, to explore real-world topics.

FAST FACTS

- College preparatory school founded in 1982
- 475 students enrolled today
- All grades, PreK-12, under one roof
- 32-acre campus
- 246,000 sq. ft. building
- Located in St. Paul, Minnesota

SCHOOL HIGHLIGHTS

- 8:1 student-teacher ratio
- 80 sports teams and after school clubs
- Word language begins in Kindergarten
- 28 average ACT score
- 99 more hours of learning per year than the average MN school
- \$2 million in financial assistance annually

2017- 2018 DEVELOPMENT

- \$922- the average gift per donor
- \$14,191 received from gift-matching foundations & companies
- 513 in-kind donations
- 49%- current parent participation
- 62 members in the leadership circle
- \$8,932 raised for fields trips
- 65 new donors
- 62 members in the leadership circle
- 511 total donors
- 99 community members have been giving for 10 years



The Role

Mounds Park Academy seeks a Director of Development and Community Engagement, a development professional whose genuine approach and authentic style match the school's inclusive, supportive, and encouraging culture.

The Director of Development and Community Engagement is responsible for establishing and implementing the infrastructure and comprehensive plan needed to grow the school's revenue through the solicitation of major gifts, the annual fund, special events, planned giving, corporate and foundation support, and capital campaign projects necessary to advance the mission of Mounds Park Academy.



In partnership with the Head of School, and as a member of the school's administrative team, the Director of Development and Community Engagement will have accountability for creating a vision, building and executing a plan for that vision, and building and leading the development team.

Responsibilities:

- Support and advance, in word and action, the mission, vision, and values of Mounds Park Academy.
- Develop and implement a comprehensive advancement strategy that includes specific and targeted yearly and long-term goals and strategies, as well as the implementation of the strategic development plan.
- Identify, develop and execute programs and events that best serve Mounds Park Academy, effectively meet the needs of the community, and produce measurable results and increased visibility.
- Proactively research new or additional funding sources or trends to position Mounds Park Academy ahead of major funding changes.
- Develop and implement a stewardship program aimed at cultivating stronger relationships with parents, alumni, grandparents, parents of alumni, volunteers, faculty, staff, vendors, and friends of Mounds Park Academy.
- Develop and monitor the Development Department's budget and all fundraising revenue to meet department objectives and provide realistic revenue projections. Collaborate with the Chief Financial Officer to develop and implement Mounds Park Academy's financial strategy surrounding philanthropic gifts including, in-kind, endowment, and capital gifts, and general operating donations.
- Collaborate with the marketing and communications team on various initiatives such as newsletters, mailings, donor material, all alumni communications, and assorted event material.
- Oversee the full utilization of the donor management system ensuring that all relevant information is appropriately tracked and reported, including donor and prospect records, prospect research, appointment schedules, and development progress reports.
- Provide all oversight for the school's alumni relations program. Provide effective leadership, guidance and support of all alumni related initiatives, including the Alumni Association Board of Directors.
- Provide leadership, support, and mentoring for direct reports on the Development team. Develop a high performing team that promotes innovation, accountability, and excellence in relationship building in support of the organization.

You are a freethinker. A free spirit. A risk taker.
A right maker. A dreamer. A doer.

(Responsibilities, continued)

- Support the Head of School in managing key constituent relationships; cultivating and soliciting major prospects and partnering with volunteers to do the same. Provide counsel in setting the direction of Mounds Park Academy's future and fulfilling the school's strategic plan.
- As the principal fundraising position for Mounds Park Academy, execute fundraising programs and organize solicitations for a portfolio of key major gifts prospects.
- Develop cooperation, collegiality and teamwork to build an inclusive culture of philanthropy which fosters community and shares accountability for development goals, especially with leaders, parents, and volunteers.
- Represent Mounds Park Academy to a broad range of constituencies, including board members, alumni, faculty and staff, parents, students, and the broader community.
- Be an active, positive, and contributing member of Mounds Park Academy. Display high integrity and be a role model for students.

The above list reflects the general details necessary to describe the principle and essential functions of the position and shall not be construed as the only duties that may be assigned for the position.

The Ideal Candidate

The following represents competencies and characteristics of an ideal candidate:

- A dynamic and engaging development leader, with credibility in fundraising, including proven leadership of a fundraising team that has raised between \$1-2M annually and had capital campaign experience.
- A leader who thrives on innovation, creativity and collaboration, the hallmarks of Mounds Park Academy.
- A highly relational and authentic fundraising professional, with the ability to engage with diverse populations, the Mounds Park Academy community, and the public.
- A collaborative management style that builds and develops teams, fosters creativity and innovation, and includes a high level of communication with peers and direct reports.
- An 'educator of philanthropy' to build a culture of giving within Mounds Park Academy.
- Experience developing a fundraising model that produces exceptional mission impact and sustained financial health.
- Ability to motivate staff to achieve and exceed goals, and a willingness to empower others to get the job done while providing support and guidance.
- Excellence in cultivating and maintaining relationships with fellow administrative team members, key philanthropic stakeholders, board members, current parents and families, alumni, donors, and other key community partners.
- Strong decision-making skills and the ability to see things from a strategic perspective yet operate in a hands-on capacity.
- Experience building a diverse and inclusive workplace that draws on the strengths of all employees by cultivating diversity of thought to drive innovation and improve decision-making.

Additional Requirements:

- Bachelor's degree required; Master's degree preferred
- As an exempt role, this opportunity required flexibility in work schedules, including time outside of the typical work day (including some nights, weekends and occasional travel)
- 7+ years of experience in fundraising, preferably with direct experience with major gift/annual fund development
- Certified nonprofit professional (CNP) or Certified Fund-Raising Executive (CFRE) preferred

- 3+ years of experience in the principles and practices of alumni and parent engagement, independent school or university preferred
- Experience with Raiser's Edge preferred

**For more information or to send your credentials, please email info@cohentaylor.com
All inquiries will remain confidential.**

*Equal Opportunity Employer/Protected Veterans/Individuals with Disabilities
The contractor will not discharge or in any other.*