



Director of Development

Stevens Cooperative School, an independent, non-sectarian day school with campuses in Hoboken and Jersey City, New Jersey, seeks an experienced, enthusiastic, fundraiser with a proven track record to serve as its next Director of Development. Reporting to the Head of School, the Director of Development will oversee all aspects of fundraising and lead the school's efforts to secure annual, capital and endowment support and strengthen its growing culture of philanthropy. With belief in the school's mission and awareness of the cooperative model, the Director of Development will have the opportunity to help shape the strategic direction of Stevens as a whole, and to lead a new era of advancement strategy and operations at the school. This will be accomplished through the creation and oversight of a comprehensive, goal-based, strategic development plan, as well as the cultivation and stewardship of meaningful relationships within the community.

ABOUT STEVENS COOPERATIVE SCHOOL

We imagine a world with well-informed, engaged citizens who are motivated to make a difference. In partnership with our diverse faculty, staff, families, and the greater community, Stevens Cooperative School students explore, question, and communicate in ways that will inspire and shape the future.

– Stevens Cooperative School Mission

In 1949, professors at Stevens Institute of Technology began a playgroup for their own young children, forming Stevens Cooperative School with just a few students. Today, and many generations later, Stevens has grown to more than 430 students, ages 2 through 14, and expanded its reach to campuses located in Hoboken and Jersey City, New Jersey, just across the Hudson River from Manhattan.

The Stevens faculty comprises 71 full-time and eight part-time teaching professionals. Thirty eight percent of faculty and 45 percent of administrators identify as people of color. Stevens' average class size is 16 and student/teacher ratio is 8:1. The community of lifelong learners, including students, teachers, parents, and grandparents, is active and engaged in the life of the School.

Stevens' financial condition is strong, despite some difficult circumstances brought on by the pandemic. Stevens has an annual operating budget of \$12 million and reserves of \$5.6 million in unrestricted funds. Stevens benefits from a generous annual giving campaign that raised nearly \$400,000 and event fundraising that raised nearly \$300,000 in 2019-2020. In the last ten years, giving to the Annual Fund has increased by 230 percent. Robust auxiliary programs such as summer camps, facilities rentals, and extended day options generate additional sources of revenue.

Given unanticipated, Covid-related expenses in 2020, Stevens foresees a deficit for the first time. In 2020 Stevens benefited from two rounds of PPP funds, the first of which has already been forgiven. PPP funds are expected to cover the vast majority of the projected manageable deficit.

The school's mission and core values of *Diversity & Equity, Community, Progressive Teaching & Learning, and Continuous Improvement* are described within the framework of the school's [strategic vision](#).

IDENTITY AS A COOPERATIVE

Being part of a cooperative school is a rewarding experience that gives parents and guardians the opportunity to be an integral part of their child's education. As a member of the cooperative, families, children, faculty, and staff all benefit from a strong partnership between home and school.

At Stevens, families are invited into the classroom to engage in a hands-on way with students and faculty as active participants in the life of the school. Seeing their parents and guardians as a part of their education provides students with an increased feeling of support and encouragement and facilitates the development of self-confidence while boosting classroom motivation. Seeing their child's class in action, parents and guardians are exposed to the teacher's education style and can better understand how the curriculum is implemented. Stevens faculty, staff, and administration benefit from this home-school partnership through strong connections and close relationships with their students' families.

Being a member of the cooperative means that families have the opportunity to share their talents when completing their yearly cooperative jobs. At Stevens, the family voice is incorporated into school-wide decision-making and policy updates in areas that support strategic planning, such as amending school bylaws and voting on new trustees. Fourteen of the Board's twenty seats are voted on by parents; the remaining six seats are appointed.

DIVERSITY & EQUITY

We believe an equitable and inclusive learning environment creates empowering and supportive experiences that build a more just and compassionate world. Stevens Cooperative School is a safe place for students to develop their authentic identities and grow an appreciation for how diversity enriches our lives. We strive to be a school comprised of unique individuals of different backgrounds, identities, and beliefs, where all voices are equally valued and respected. We actively attempt to fight intolerance, discrimination, and inequity.

Our school is a place where all members feel empowered, embraced, and celebrated for who they are. We provide students, faculty, staff, and families with the resources, tools and opportunities needed to engage ethically with the larger community and shape the future. We are committed to exploring and understanding personal and systemic biases, so that students can become the best form of themselves and advocate for others. Students take action and study issues of social justice in ways that facilitate and deepen their understanding of power, personal responsibility and social change.

At Stevens Cooperative School, our diversity is our unity and a cornerstone of our growth as human beings and global citizens.

– Stevens Cooperative School Diversity Statement

Stevens Cooperative School remains deeply committed to becoming a more equitable and anti-racist institution. In November 2018, the Stevens community reflected upon the many ways it brings its mission and diversity statements to life by participating in the Assessment of Inclusivity and Multiculturalism

(AIM), provided by the National Association of Independent Schools (NAIS). The survey was offered to all of the adults in the Stevens community (families, faculty and staff, and trustees), members of the last five graduating classes, and students in third through eighth grades.

From March to August of 2019, through ongoing collaboration between AIM Steering Committee members, faculty and staff, and the leadership team, an action plan was created in response to the data focused on seven strategic goals to achieve over the next three years. These goals comprise SEVEN S.T.R.I.D.E.S. (Systemically Tracking and Realizing Inclusion, Diversity and Equity Strategies). More information about the AIM Action Plan and the SEVEN S.T.R.I.D.E.S. that emerged from this process can be viewed [here](#).

In light of Stevens' continuing mission to build transparency, accountability, and a common understanding of the ongoing work around diversity and equity, the School shares [this progress report](#) with the School community. This report is updated quarterly and serves as a resource for community members on how the School is doing in regard to fulfilling these goals. It is also a way for Stevens' constituents to hold the institution accountable in this important work.

Please click [here](#) to learn more about Diversity & Equity at Stevens.

LEADERSHIP

Dr. Sergio Alati came to Stevens as Head of School in 2012. He served previously at Kent Place School as the Director of Studies, overseeing the evaluation of instruction programs, curricular development, and innovation. Before that role, he served as Director of the Primary School at Kent Place.

In addition to his Ed.D. in curriculum and teaching from Teachers College, Columbia University, he received a Master of Science in elementary education from Hunter College. He sits on the NJAIS Board of Trustees.

CAMPUSES

Stevens Cooperative School serves students on campuses in [Hoboken](#) and [Newport/Jersey City](#).

Hoboken

In Hoboken, school facilities include 301 Bloomfield Street, 339 River Street, and 301 Garden Street.

301 Bloomfield Street is home to Stevens' 2-year-olds program. The two-story building features bright classrooms for two-year-olds as well as the Harrell Room, a science and media lab. Stevens built the facility in 2003 to accommodate the area's growing need for early childhood programs.

Hoboken three-year-olds, Pre-K, and Kindergarten classes are located at 339 River Street, a 7,000+-square-foot space designed for the School's early childhood programs. In addition to purpose-built classrooms, the space features a multi-purpose art and movement room and access to an outdoor rooftop playground within the building. The facility is also steps away from Stevens Park.

First through eighth graders in Hoboken occupy the third floor of the historic Rue Building at 301 Garden Street. The facility features newly renovated, large, light-filled classrooms, an art room, a movement and music room, and a multi-purpose space. The Rue Building also contains a gymnasium.

The Hoboken campus buildings are all within walking distance of the Hoboken train terminal.

Newport/Jersey City

The Newport campus serves students in Kindergarten through eighth grade in a beautiful 20,000-square-foot space on the ground floor of the Aqua Blu building, located at 100 River Drive South.

Designed for active learning and Stevens' progressive curriculum, the Newport campus features specially equipped rooms for science, media studies, art, and music. A large gymnasium functions as a performance venue and gathering place for community activities. Stevens students have exclusive use of a private outdoor play area overlooking the Hudson River and New York City skyline and access to the Newport Green, skating rink, and fitness center.

The Newport campus is a short walk from both the Newport and Hoboken train stations. The waterfront walkway between Hoboken and Newport provides easy access to both Stevens' campuses.

THE ROLE OF DIRECTOR OF DEVELOPMENT

The Director of Development will be responsible for the full scope of development activities and increasing overall giving at the School. While the annual giving and special events programs are well established, the School also hopes to create a robust major gifts program, greater corporate and foundation giving partnerships, a stronger alumni relations network, a meaningful donor stewardship program, and improved development communications. Working closely with the Head of School, the full Board, and the Development Committee, the Director of Development will demonstrate the importance of philanthropy and articulate the case for supporting Stevens in order to set sights high and build upon the successful growth of the current program.

The Director of Development is a member of the senior administrative team and will manage one additional member of the development staff. They will also serve as one third of the Advancement Team at Stevens, composed of the Director of Development, the Director of Admission, and the Director of Marketing and Communication. This team is designed to foster collaboration, consistency, and more effective efforts across the three departments, reflective of the school's values, culture, and cooperative nature.

OPPORTUNITIES AND CHALLENGES

The Director of Development will provide strategic leadership and direction for all aspects of the School's fundraising efforts and will play a critical role in addressing the following opportunities and challenges:

- **Developing and executing, in collaboration with the Head of School and the Board of Trustees, a comprehensive development strategy appropriate to Stevens' mission and goals:** The Director of Development will lead the way in developing a fundraising strategy that harmonizes with and supports the School's strategic vision. In doing so, the Director will be creative, resourceful, and ambitious in leading the School and others to think about the power of philanthropy and engagement in ways that are ground-breaking for Stevens Cooperative School.
- **Educating the Stevens community on the importance of philanthropic giving:** The Stevens Cooperative community is a connected, active body of students, faculty, staff, and parents.

Families are invited into the classroom and are active participants in the life of the school. However, many families are unfamiliar with the extent to which additional fundraising is needed to support both the operating budget and the School's long-term goals. The Director will work to educate families on the importance of giving, keeping in mind each family's individual ability to provide additional support.

- **Assess the School's current development operation against best practices and make adjustments as needed:** The Director will have the opportunity to review existing giving programs and events and design new initiatives that will lead to higher levels of giving and engagement, as well as operational efficiency. Ultimately, the Director will seek to strengthen the culture of philanthropy at Stevens by providing more and different opportunities for parents, friends, and alumni to demonstrate their support for the School and its mission.
- **Partnering with the Head of School:** The Director of Development will have the opportunity to partner closely with the Head of School, Dr. Sergio Alati. Dr. Alati is an engaged, and charismatic leader who is passionate about Stevens and is seeking a Director who will aid in strategic relationship building and fundraising efforts. In partnership with the Head of School, the Director of Development will engage, support, and advise the Board of Trustees to ensure they are well informed about development efforts and motivate them to play an integral role in the school's success by leveraging their own key relationships and enhancing their personal philanthropy.
- **Introduce and explore more innovative and sophisticated programs to build on the foundation of the annual giving program:** Stevens has seen tremendous growth in annual giving over the last five years. The Director of Development will continue to foster an environment of participation, where every gift is valued and appreciated, but also cultivate trusting relationships that address new donor acquisition, pipeline development, cultivation of major donors and increased alumni engagement.
- **Working collaboratively as a member of the Advancement Team, ensure coordinated and consistent communication within the School community:** The Director of Development will partner with the Director of Marketing and Communication and the Director of Admission to ensure consistent messaging and branding of all solicitation materials, and work to better identify top prospects new to the school community capable of significant support.

DESIRED QUALIFICATIONS AND CHARACTERISTICS

The ideal candidate will be an optimistic, energetic, creative, and collaborative leader with experience implementing state-of-the-art development strategies and initiatives. The Director should be committed to upholding the key principles of the School's mission and to ensuring inclusivity and equity for all community members through both their personal and professional conduct. In addition, they will also bring the following complementary skills and experiences:

- The ability to develop and execute an aspirational philanthropic vision and strategy with measurable goals and objectives;
- Experience leading change and implementing best practices;
- The willingness to partner with the Head of School in enthusiastically and consistently championing a bold, optimistic vision for the School's future, including appropriately ambitious fundraising goals;

- A documented history of successful fundraising across a breadth of programs; including annual, major, campaign, and planned giving;
- The ability to switch easily between high-level strategic visioning and hands-on engagement as necessary, in keeping with Stevens' culture and needs;
- Respect and enthusiasm for the Stevens Cooperative mission, values and the heritage of the School, and an ability and willingness to contribute actively to this mission;
- The ability to build new and strengthen existing relationships across campus with faculty, staff, parent, alumni, Board members and other stakeholder groups in support of development efforts;
- The willingness to embrace a campus culture characterized by serving its students and each other with a high degree of personal care and attention;
- Outstanding communication skills, both oral and written;
- A deep commitment to celebrating and promoting diversity in its many forms, and
- Experience with independent schools and a familiarity with Blackbaud products is preferred.

CONTACT

For best consideration, please send all nominations and applications to:



Nishant Mehta, Partner
Matthew Marsallo, Managing Associate
Storbeck Search
StevensCoopDirDev@storbecksearch.com

Stevens Cooperative School is an equal opportunity employer. We do not exclude anyone based on their race, religion, nationality, ethnic origin, or sexual orientation.