



**Job Title:** Director of Philanthropy

**Supervisor:** President

IYRS is a new breed of maker builder schools, contributing to significant changes in the field of post-secondary education. Importantly, the school has achieved extraordinarily high placement rates across a broad range of industries – from marine trades to general manufacturing and design/innovation firms building next generation technology products. This is an exciting opportunity to work with a boutique school with a creative and business savvy management team helping to disrupt the education space.

IYRS is getting plenty of attention for its work regionally and ready to move onto a national stage. Helping to lead an enthusiastic and well connected Board and securing philanthropic support will be two keys to the school's continued progress. The Director will work with the management team, staff, trustees and volunteers to identify, cultivate, and solicit gifts.

The School Mission:

*IYRS provides world-class experiential education, preparing students to enter a global maker and manufacturing workforce. IYRS teaches the art and science of making, building, restoring and maintaining, and in the process, helps its graduates build both careers and more meaningful lives – inspired by the knowledge that in their hands and through the use of technology, they have the power to build almost anything.*

**Responsibilities include, but are not limited to, the following:**

- Develop a major gifts plan. Work with the management team and trustees to develop funding priorities and to implement these programs to sustain major gift of \$100k+. Develop a pool of primarily individual, corporate and foundation givers and coordinate the participation of all relevant IYRS players – from management and Board to faculty.
- Manage a portfolio of 100 major gift opportunities, including strategic plans for each and a process of moving prospects through a documented pipeline of progress for reporting and management purposes. Manage this process with metrics that include scheduled visits per month and specific revenue goals per quarter.

- Manage a small Development team that includes an in-house associate / database administrator and an events manager. Set specific processes and quarterly goals for them as well.
- Engage the management team in the strategic ways to contribute to the Development process, including through direct contacts, meetings and presentations.
- Co-lead with the Chairman of the Development Committee an active and growing committee of volunteers as agents for the school. Engage with all Board members to participate in growing a culture of philanthropy and in both building prospect lists and participating in all aspects of the Development process through closing and stewardship.

#### **Travel/Other:**

- This individual will attend meetings, visit donors, and be responsible for events outside the regular business day on a regular basis. Some evening and weekend work is required.
- The successful candidate will be expected to travel when necessary.

#### **Minimum Qualifications:**

- Bachelor's degree and at least five or more years of progressively responsible experience raising philanthropic funds is required.
- Major gift experience with demonstrable results is also essential.
- An understanding of how to leverage technology and social media in both communication and operations management are also essential.
- You must be a great communicator – both on your feet and in writing – and understand how to get the most of people and when to throttle back.
- As culture is an important part of the IYRS organization, we are looking for a thinker / doer who fits with our values and core culture which is fast paced.

This is a great opportunity to work in a school at the bleeding edge of disruption in the education world, but it is not an institutional environment. There is a healthy and exciting layer of constant change.

Competitive salary and benefits, including 403b program and generous vacation are offered. Extraordinary campus and work environment on the historic Newport, RI waterfront.

#### **How to Apply:**

No calls please. Candidates should submit a cover letter and resume to:  
Jobs@iyrs.edu