ABOUT SUMMITS EDUCATION
Summits Education invests in teachers, students, and educational infrastructure to transform the world’s most vulnerable communities. Founded in 2015, Summits Education is a non-profit, non-governmental organization supporting a network of 40 rural primary schools in the remote highlands of Haiti’s rugged Central Plateau, a region with the lowest literacy rate in the Western Hemisphere. The Summits network is staffed by 350 educators and serves approximately 10,000 students, most of whom are living on less than $2 dollars a day.

Summits Education works in collaboration with these historically underserved communities, the Haitian government and our technical, financial and program partners to implement a teacher-focused, holistic approach to transforming the region’s education system. We aim to provide the highest quality education, based on the most current best practices, to communities who have traditionally had little to no access to any education. We promote environments in which every student is healthy, engaged in their own learning, academically challenged, supported by caring adults and educators, and prepared to flourish in secondary school and/or future vocational activities.

Summits Education is also a founding member of the Model School Network, a coalition that enables the sharing of experiences and learning across roughly 200 schools in the Central Plateau—including 40 in the Summits network, 20 in the public schools network and 142 in the Catholic schools network—in order to improve sector governance, boost community engagement, and increase access to and quality of education in the country.

In addition to its core programming and primary base of operations in Haiti, Summits Education has offices devoted to development, outreach, communications, and program partnership in Boston, Massachusetts, where it is established as a 501(c)3 non-profit.

We believe education is the most promising path out of poverty. Our goal is transformation—of the lives of students and their families; of communities; and indeed, of a country.

ABOUT THE POSITION
Summits Education seeks a Director of Development to advocate for the organization and drive fundraising to support its mission through a multi-faceted development strategy focused on individual donors and family funds; foundation grants; corporate sponsorship; and partner organizations. Based in the greater Boston area, the Director of Development reports to and collaborates with the Managing Director and serves as one of the key external representatives of Summits’ work.

The successful candidate will be a proven leader with a commitment to the Summits mission and advancing educational opportunities and innovations for underserved populations. This individual will be a strong relationship builder, who has demonstrated breakthrough outcomes in a similarly mission aligned organization, non-profit or school setting.

The Director of Development will work with the Managing Director and in collaboration with the Board of Directors and Haiti-based leadership to fulfill the following responsibilities:

- Work closely with the Managing Director to create and implement Summits’ Development Strategy.
- Identify, cultivate, solicit and steward a profile of top-tier donors and prospects.
- Develop and implement individualized donor strategies for cultivation and solicitation.
- Use sophisticated prospect research techniques to help grow Summits’ donor base.
- Ensure all major donors are well-informed, acknowledged in meaningful ways, and appreciated appropriately throughout the year.
- Cultivate foundation partners; draft and edit proposals, letters of interest and concept papers.
• Manage a development calendar ensuring grant reports, briefings, evaluations and deliverables are completed and submitted as required and on time.
• Identify corporate support and develop strategic partnerships.
• Maintain information systems, records, research, prospect management and tracking functions, gift processing and acknowledgements.
• Conceptualize, design and implement special campaigns as growth and innovation require.
• Advance Summits’ public profile by serving as an active ambassador for Summits’ mission and vision with key stakeholders.
• Research and report on trends in the education and global education sectors, philanthropy and institutional giving that may impact approaches to fundraising.
• Develop fluency in global education and Summits programmatic activities and goals.

CANDIDATE REQUIREMENTS
The ideal candidate will possess the following minimum qualifications:
• Leadership experience with a record of success in major gift fundraising.
• Leadership experience with a record of success in foundation grant awards.
• Exceptional writing skills, including the ability to produce compelling donor proposals.
• Experience working with senior leaders and staff to collaboratively achieve fundraising goals.
• Proven ability to use metrics to drive development decisions and achieve strategic objectives.
• Knowledge of development best practices and the ability to apply them in innovative ways.
• Exemplary verbal and interpersonal skills with an ability to motivate and persuade people.
• Strong strategic thinking and planning skills with an ability to manage concurrent projects and priorities effectively.
• 7-10 years of professional experience, including a minimum of 5 years in a fundraising capacity.
• Willingness to travel to Haiti.
• Commitment to educational equity and the mission of Summits Education.

COMPENSATION AND BENEFITS
Salary and full benefits will be competitive and commensurate with experience.

CONTACT
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