



POSITION ANNOUNCEMENT

Director of Advancement

Full-Time or Contract (1099), Hybrid

Location:

Hendersonville, NC (in-person presence required for events and key meetings)

About The Mountain Community School

At The Mountain Community School (TMCS), we believe that learning is a lifelong journey—one fueled by curiosity, creativity, and community. We are a K–8 public charter school with a bold mission: to nurture compassionate learners and empower young people to climb their own mountains with courage and purpose.

As we look to deepen our impact and broaden our reach, we are seeking a passionate, results-driven **Director of Advancement** to lead our fundraising efforts, manage donor relationships, and bring our mission to life through community-centered events and storytelling.

Position Summary

The Director of Advancement will take ownership of all development and fundraising efforts at TMCS. This includes leading the annual fund campaign, organizing and executing donor-focused events, and creating compelling communication strategies to steward existing supporters and engage new ones.

This is a high-agency role for a strategic thinker, skilled communicator, and natural connector who is energized by relationships, outcomes, and mission-aligned innovation. You'll work closely with school leadership and the broader TMCS community to drive fundraising results while preserving the warm, values-driven ethos that defines our school.

Key Responsibilities

Fundraising & Donor Development

- Design and lead a comprehensive annual fundraising plan aligned with school priorities.
- Launch and manage the annual fund campaign, from strategy to stewardship.
- Cultivate, solicit, and steward individual donors, community partners, and sponsors.
- Identify new opportunities for giving, including corporate support and community partnerships.

Event Planning & Execution

- Plan, coordinate, and execute donor and community events that elevate our mission (e.g., fundraising nights, family engagement events, school-wide campaigns).
- Oversee all event logistics, including timelines, budgets, vendors, volunteers, and communications.
- Ensure events are well-promoted, inclusive, and mission-centered.

Communications & Outreach

- Develop donor communications including appeals, thank-you letters, progress updates, and impact stories.
- Create print and digital materials that support fundraising and community engagement goals.
- Collaborate with school leadership to ensure alignment of messaging and brand.

Data Management & Reporting

- Maintain accurate donor records and track all contributions and pledges.
- Use data to analyze progress, inform strategy, and report results.
- Provide regular updates to school leadership on campaign performance and event ROI.

Qualifications & Ideal Candidate Profile

Minimum Qualifications:

- 3+ years of experience in fundraising, donor development, nonprofit communications, or related fields.
- Proven ability to lead successful campaigns and donor events.
- Excellent written and verbal communication skills.
- Highly organized, detail-oriented, and able to manage multiple priorities.
- A strategic thinker who thrives on reaching goals and measuring outcomes.
- Deep alignment with the values and mission of TMCS.

Preferred but Not Required:

- Experience with annual funds or school-based fundraising.
- Familiarity with donor management tools or CRMs.
- Event planning experience in education, nonprofit, or community-based organizations.
- Background in storytelling, marketing, or public relations.

This Role is a Great Fit For Someone Who:

- Is excited to build a development strategy from the ground up.
- Loves building relationships and creating experiences that inspire generosity.
- Can balance high-level strategy with hands-on execution.
- Brings warmth, creativity, and professionalism to every interaction.

This Role May Not Be the Best Fit If:

- You are looking for a rigid structure or an advancement department with multiple staff.
- You prefer focusing exclusively on major gifts or institutional funding.
- You're not comfortable with outreach, public-facing communication, or event leadership.

Employment Structure & Compensation

- **Employment Type:** Full-Time or 1099 Contract (depending on candidate preference)
- **Schedule:** Flexible with some evening and weekend commitments for events
- **Compensation:** Commensurate with experience and employment structure
- **Start Date:** Open until filled

To Apply

Please submit your resume and a brief cover letter describing your experience with fundraising and event planning, and your interest in this mission-aligned role. Let us know whether you are seeking a full-time position or a contract arrangement. Applications will be reviewed on a rolling basis.

Email: JMorris@mytmcs.org