



Seeking a Half Time Development Coordinator

Gathering Waters is a new K-12 charter school guided by the core principles of public Waldorf education. We will open our doors in September 2021 for grades K-9, with a grade added each year. The mission of Gathering Waters Chartered Public School is to offer students an education that enables them to discover their interests and capabilities; explore the surrounding world; and cultivate a lifelong love of learning, a sense of community responsibility and understanding of environmental sustainability. We seek the founding faculty who will make the school's mission accessible to all students in the Monadnock Region of New Hampshire.

Duties of the Development Coordinator include but are not limited to:

- Leads Gathering Waters in the development of fundraising goals and works to meet these goals.
- Identifies and solicits new donors; takes initiative to negotiate funding.
- Stewards relationships with existing donors, including donor recognition, donor management, etc.
- Writes grant proposals and develops gift opportunities.
- Takes responsibility for various fundraising efforts such as event planning and managing, procuring items for sale in auctions, and soliciting donations in the form of money or gifts.
- Coordinates with the *marketing coordinator* to advertise and market fundraising events through the use of various media, including traditional and social media.
- Creates budgets based upon anticipated fundraising results.
- Uses donor management system to track and maintain donors
- Other duties as assigned

Qualifications for the Development Coordinator include:

- Dynamic individual who is passionate about the school's mission and knowledgeable about Waldorf philosophy and practices.
- Relevant experience in development, grant writing, and fundraising
- Exceptional organizational and multitasking skills.

- Highly effective communication and interpersonal skills.
- Proficiency in MS Office and other computer skills such as managing websites, handling social media presence, working with educational management software such as Rediker

Compensation: Competitive salary commensurate with experience. This is a half time position.

To apply, please send a letter of interest and resume to:

Send a resume, cover letter, and three references in pdf format to

[hiring@gatheringwaterscharter.org](mailto: hiring@gatheringwaterscharter.org), with “Development Coordinator” in the subject line.

Gathering Waters Chartered Public School is an initiative member of the [Alliance of Waldorf Public Education](#) and is committed to the path to becoming a full member of the Alliance.

Our region is uniquely situated to support a Waldorf-inspired charter with a wealth of knowledge and resources that are already established here, including two Waldorf teacher training programs, Antioch University-New England and The Center for Anthroposophy. Families move to the Keene area from all over the country because of the presence of organizations inspired by the philosophy that stands behind Waldorf education, including Monadnock Waldorf School, High Mowing School, Sophia’s Hearth Family Center in Keene, Camp Glenbrook in Marlborough, Kroka Expeditions in Marlow, and Badger Corporation in Gilsum. Southwestern New Hampshire is home to a well-established community that is ready and eager to support a Waldorf-inspired chartered public school and with whom we welcome the opportunity to partner.