



North Cross School

Roanoke, Virginia

Opening for Director of Development

The School

North Cross School sits nestled in the Blue Ridge Mountains of Virginia. Its lush, 77-acre campus not only enjoys breathtaking scenic beauty, but it benefits as well from its prime location in the growing southwest area of the city of Roanoke.

For over 45 years, North Cross School has provided a strong college preparatory curriculum for Junior Kindergarteners (JK) through Grade 12. Today, the school's enrollment numbers 515 students; in May, it will graduate a class of approximately 45. The new Director of Development will find at North Cross School an educational community that is mission-focused, firmly established, highly respected, and generously supportive, through both time and treasure.

The Program and the People

"Excellence" truly characterizes the environment at North Cross School. The school's strength is taking children who want to achieve and providing the programs, support and opportunities to stretch their talents to the fullest. Grounded in a strong liberal arts and science curriculum, the academic program at North Cross School encourages all students from grades JK to 12 to become responsible and successful citizens of the world and to explore their personal interests and develop their talents. High academic motivation characterizes North Cross School students, but that is not all. The school's children and young women and men are involved in activities outside the classroom: interscholastic team sports, performing and fine arts, community service, and a wealth of other extracurricular endeavors.

The school's outstanding faculty, drawn from across the country, are known for their expertise, professionalism, and devotion to the students. Clearly, these are people who care about the growth and success of the individuals whom they teach, coach, and advise. Small class size and a low teacher-student ratio contribute to an atmosphere in which seeds of learning and interest can blossom and flourish.

North Cross School families support the school with their keen interest in their children's achievement, their volunteerism, generous contributions to both annual funds and capital campaigns, and attendance at various school events. Alumni keep the name of North Cross School in evidence through their accomplishments in professions and civic circles. North Cross School is a school that strives for excellence in all that it offers. It is a place that inspires support and receives it.

The Campus

The school is fortunate that its campus acreage provides flexibility in its land usage and possibilities for future facilities. Currently, the campus includes Ellis Hall, the lower school building; Eaton Hall for the middle school; and Willis Hall, which houses upper school. Additional facilities are the newly renovated fine and performing arts center, home to Logan Gallery; Slack Hall, which houses the admissions, development, and business offices, as well as Fishburn Auditorium; and the 63,000-square foot Carter Athletic Center. Still in "the thinking stage" are capital projects including a new middle school building, renovation of school's athletic facilities, improved technology for the campus, improvements to the auditorium and arts facilities, and an expanded, state-of-the-art library.

Finances

In 2003-4, the school's total operating budget was \$6.2 million. Approximately \$250,000 is raised each year through the Annual Fund. Currently the school's endowment is approximately \$7.5 million. While the school anticipates a capital campaign to meet the growing facility needs of the school, increasing endowment dollars will continue to be a priority, particularly as North Cross School, like other independent schools, faces the growing challenge of recruitment and retention of quality faculty.

The Position

The position of Director of Development for North Cross School presents an excellent opportunity for a development professional to serve on the school's senior administrative staff and guide a knowledgeable and successful development team.

The Development Director reports to the Head of School, Paul Stellato. Appointed in 2001, Paul has been instrumental in providing strong internal leadership for the school's programs and in increasing the school's visibility in the Roanoke community. He and his senior administrative staff meet formally every two weeks, but they interact daily for communication and problem solving. Paul is a collaborative leader; the new Director of Development must appreciate and feel comfortable as a member of an administrative "team."

The current development office includes a staff of three: Director of Volunteer and Donor Relations, Director of Publications, and Director of the Annual Fund. Additionally a part-time person works to provide database management. The school has an excellent software program to support its development activities.

In addition to overseeing the development office, the Development Director sits as member of the Development Committee of the Board and works closely with board members in all aspects of fundraising and development activities at the school.



Candidate Qualifications

For a person interested in being a member of a dynamic school community and who brings strong professional skills, North Cross School's Director of Development position is a wonderful opportunity.

- Strong experience in development and fundraising activities will be expected. With plans to begin a capital campaign, this is not an entry level position.
- Experience working in a similar setting or in development in an institution of higher education will be a plus. Work in other non-profits is also a path that could provide the background sought by North Cross School.
- Experience in capital campaign planning and implementation is of great importance.
- Knowledge of, and willingness to do, donor research.
- An ease in relating to the school donor constituencies.
- Strong communication skills.
- The school's closely knit community requires a person who will be actively involved in the life of the school, who will know the students and families, and who will interact comfortably with students, teachers, administration, parents, alumni, board and the people of Roanoke.
- Additionally, the successful candidate must be an enthusiastic team builder and player. He/she must lead through collaboration, honoring and extending the talents of the school's already strong development and leadership teams.

Application Procedure

While the position is currently available, the school's appointment will be driven not by time but by candidate availability. A competitive compensation package will be offered. For further information and to apply, contact:

North Cross School Development Search

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North Cross School does not discriminate on the basis of race, color, religion, national or ethnic origin in its hiring, admissions or implementation of programs and policies.

For more information please visit www.northcross.org

North Cross School at a Glance

Founded:	1961
Total Student Enrollment:	515
Development Staff	3 full-time, 1 part-time
Endowment	\$7.5 million
Total operating budget:	\$6.2 million
Avg. Annual Fund giving:	\$250,000
Setting:	Suburban
Acreage:	77
Accreditations:	VAIS
Affiliations/Memberships:	NAIS, CASE, AFP, NACAC, Cum Laude Society

North Cross School Mission

North Cross School is an independent, coeducational, college preparatory day school that serves children in pre-kindergarten through grade 12. In all of its programs, North Cross School strives to promote in its students scholarship and a love of learning; character and a sense of personal integrity and responsibility; and a commitment to the good of the community and all within it. Although we prepare our students to enter the finest colleges and universities in the country, we understand that such preparation is of greatest use when it provides for our students the personal and intellectual skills to lead full and meaningful lives. In all things, North Cross School endeavors to be true to its motto: Veritas Vincit -- The Truth Triumphs.



The school is accredited by the Virginia Association of Independent Schools and is a member of the National Association of Independent Schools. Additionally, it is a member of the Association of Fundraising Professionals and actively participates in CASE's activities for development officers.

