



# Development Director

## Lighthouse Christian School | Madison, Wisconsin

### Position Overview

Lighthouse Christian School seeks a dynamic, preferably bilingual (Spanish/English) Development Director to spearhead our fundraising and advancement initiatives. Reporting to the CEO, you'll create and lead our development program while supporting our mission of providing Christ-centered education to our diverse and growing community of 350+ students.

### About Us

Founded in 2004, Lighthouse Christian School combines academic excellence with strong faith formation. As we prepare for our next phase of growth, including a capital campaign for campus expansion, we need a development professional who shares our passion for Christ-centered education and educational equity.

### Key Responsibilities

- Lead comprehensive development strategy, including annual fund and capital campaign preparation
- Build and maintain donor relationships, including cultivation, stewardship, and communications
- Manage donor database and gift processing systems
- Direct external marketing and communications efforts
- Oversee grant writing and special events
- Represent school in community engagement initiatives
- Lead support staff in communications and partnership engagement

### Required Qualifications

- Advanced degree or equivalent professional experience
- 3+ years of communications and/or fundraising experience
- Strong relationship building and cross-cultural communication skills
- Proficiency with donor databases
- Alignment with Christian faith and values
- Experience working with diverse communities



## Preferred Qualifications

- Bilingual Spanish/English
- Experience in education or faith-based organizations
- Capital campaign and grant writing experience
- Management experience

## What We Offer

- Salary: \$75,000-\$85,000
- Comprehensive benefits package including health insurance, dental, retirement plan
- Professional development opportunities
- Memberships to organizations such as Association of Fundraising Professionals
- School tuition discount
- Flexible scheduling options

## How to Apply

Send resume and cover letter to: [jobs@lcsmadison.net](mailto:jobs@lcsmadison.net)

Subject line: "Development Director Application"

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*Lighthouse Christian School is an equal opportunity employer committed to building a diverse community.*

### **Important Dates:**

Application Deadline: March 7, 2025

Target Start Date: Apr 1, 2025