



P.O. Box 221447, St. Louis, MO. 63122 | www.one-classroom.com | 314-406-4797

One Classroom is a 501 (c) 3 non-profit foundation dedicated to creating inclusive Catholic educational opportunities for children with special needs in the Saint Louis Archdiocese. We believe every child deserves a Catholic education in their local parish school in full community with their peers. One Classroom was established in 2015 and is dedicated to raising awareness of inclusive Catholic education, building a community of families of children with special needs interested in Catholic education, providing professional development opportunities and direct expert support to our Catholic schools, and raising funds to support the inclusion of children with special needs.

Director of Development: The Director of Development is responsible for all aspects of One Classroom's fundraising activities. The emphasis is on individual giving and major gifts.

Position requirements:

- Become expert in Catholic inclusive education
- Create and implement a development plan
- Work with the Executive Director and Board to implement the plan
- Organize fundraising efforts including major gifts, direct appeals, grant request (mainly family foundations), & events
- Identify and cultivate relationships with new and existing donors
- Identify and cultivate relationships with granting organizations and manage grant processes
- Organize cooperative fundraising activities with parishes
- Produce communications for supporters, maintain and update website as appropriate for role, create donor materials
- Speak and present at relevant functions, travel as required
- Manage specific back-office activities as required

Qualifications:

- Conversant with the Catholic faith
- 5-7 years previous experience in nonprofit development
- Exceptional verbal and written communication and presentation skills
- Experience and facility with social media and marketing techniques
- Experience and facility with Microsoft Office and databases
- College degree, masters in nonprofit management and or special education a plus
- Professional experience and training as an educator, especially in the area of special education, is a plus

Status: This is a full time position

Reporting Structure: The Director of Development reports to the Executive Director

Work Environment:

- Primarily Work from home (computer, printer and office supplies provided)
- Meeting space available
- Domestic travel as required
- Compensation and Benefits:

Compensation: Compensation range \$80,000-\$90,000; commensurate with educational background and work experience.

Benefits: Benefits include vacation, personal days, holidays

To apply, please email your resume and cover letter to: prich@emdconsulting.com. Subject line must include One Classroom. Applications received by January 21, 2022 preferred.



Truly I tell you, whatever you did for the least of these brothers and sisters of mine, you did for me. ~Matthew 25