Long Island Lutheran Middle & High School (LuHi) is an independent Christian school serving students in grades 6-12 from Nassau, Suffolk, and Queens counties in New York. Our academics, arts, athletics, and campus ministries work together to support the growth and development of each young person to become all who God intends them to be. LuHi’s core values of Christian Love, Excellence, Community, and Family undergird the daily work of each member of the LuHi community, as we work together to support students in becoming compassionate and educated leaders.

LuHi seeks an experienced and entrepreneurial development professional to play an active role in elevating our fundraising goals in support of our strategic plan, especially towards sustainable stewardship.

LuHi is beginning the public phase of a multi-million dollar campaign designed to transform its campus to enhance the student experience that balances development in academics, spiritual life, the arts, and athletics. This position will manage a portfolio of major gift prospects and play an active role in identification, cultivation, solicitation and recognition of individual donors according to leadership giving levels. The ideal candidate sees themself as a part of a whole - a team working to develop strategies to meet organizational and campaign goals as we take on ambitious fundraising initiatives that support our students in their growth in mind, body and spirit. The successful candidate is a dedicated, results-oriented professional who works to develop authentic relationships with our community of stakeholders to become stewards of the future.

Responsibilities include:

- In partnership with senior leadership, envision and implement a multi-year donor and fundraising strategy to directly address LuHi’s strategic goals in support of the mission of the school
- Build relationships with LuHi community members across all constituencies and identify major donor prospects
- Work with the team to develop and maintain the donor pipeline. Manage a portfolio of prospective and current donors to cultivate, solicit, and steward their support
- Track progress and moves management with individual donors and rated prospects. Routinely prepare and provide campaign updates and analysis
- Manage pledge fulfillment processes ensuring timely reminders to restricted/capital donors
- Establish ongoing relationships with individuals through effective communication on any platform (online, face-to-face, in writing) gathering information about their philanthropic priorities and capacity
- Other duties as assigned by school leadership

Desired Qualifications:

- Demonstrated experience in frontline fundraising/solicitation in the context of a capital campaign or sustained major gifts effort
- Campaign experience preferred
- Bachelor’s Degree, plus at least 5 years professional experience in not-for-profit fundraising

Salary Range:
Compensation is commensurate with experience. LuHi considers factors such as (but not limited to) scope and responsibilities of the position, the candidate’s work experience, education/training, key skills, internal peer equity, as well as market and organizational considerations when extending an offer.

Applying for this Position:
Interested candidates should submit a cover letter and resume to Director of Human Resources, Donna Emma Orleman at human.resources@luhi.org. Please indicate “Engagement and Major Gifts Officer” in the subject line. To learn more about our school, candidates should visit our website at www.luhi.org.