

**Julie Billiard School**  
*Director of Advancement*

Julie Billiard School, an alternative, Catholic, K-8 elementary school serving children with special learning needs, seeks a Director of Advancement. The Director of Advancement provides leadership and strategic vision to all aspects of fundraising for the school, including individual, corporate and foundation giving, special events, marketing, and donor database management. The Director will work with the President, board members and staff to implement and grow a fundraising program to include annual giving, major giving and planned giving.

The ideal candidate will have experience, extensive knowledge of utilizing The Raiser's Edge and demonstrated success in creating and/or sustaining fundraising initiatives and programs. He or she must also be detail-oriented, well-organized and willing to work in a collaborative environment with the President, board members, staff and volunteers.

The Director will act as an integral member of the management team, supervise advancement office staff and grant-writing and marketing functions. To apply, email resume and cover letter to [aloporto@jbschool.org](mailto:aloporto@jbschool.org).