

DERBY ACADEMY

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Major Gifts Officer

Derby Academy

Hingham, MA (Hybrid) | Summer 2025

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BOSTON | NEW YORK

Derby Academy seeks a Major Gifts Officer to develop meaningful relationships with alumni, parents, volunteers, and friends, and to support the Advancement team as the school embarks on an ambitious comprehensive campaign.

About Derby Academy

Founded in 1784, Derby Academy remains steadfast in its mission to “Improve Both Mind and Heart.” As one of the oldest coeducational institutions in the nation, Derby has cultivated a vibrant Pre-Kindergarten through Grade 8 learning community grounded in strong interpersonal relationships, academic excellence, and character development.



Derby’s small class sizes, innovative curriculum, and rich programs in the arts and athletics provide a dynamic and personalized educational experience. Students are known and valued as individuals, and the close bonds they form with dedicated faculty nurture both their confidence and a lifelong love of learning. Through a wide array of academic and co-curricular opportunities, students are encouraged to discover new interests, develop creative expression, and grow into compassionate and effective leaders.

The Derby community is defined by an “all-in” spirit and a deep commitment to its core values: excellence, personal responsibility, civility, collaboration, and respect for differences. These values shape a multicultural and inclusive environment where diversity is celebrated, and unity is sought. The school fosters strong partnerships between faculty and families, working together to support the intellectual and personal growth of each child.

For more information about Derby Academy, please visit <https://www.derbyacademy.org/>.

About the Position

Philanthropy plays a vital role in sustaining Derby Academy’s tradition of excellence. In the 2023–2024 school year, 92% of parents and 100% of faculty and staff supported the organization philanthropically, a testament to the community’s deep commitment to Derby Academy. As donor support continues to grow, Derby Academy seeks to meet the moment through the addition of a Major Gifts Officer (MGO) to the Advancement team.



With frontline fundraising experience and knowledge of best practice major gift strategies, the MGO will be strategic, creative, ambitious, and dynamic. The MGO will be a highly externally facing fundraiser charged with deepening relationships with existing donors and developing connections to new prospects to grow philanthropic revenue, with a special focus on strengthening commitments from alumni.

This position will report to the Director of Advancement, and will work collaboratively with the Advancement team, including the Director of Development Events, the Director of the Derby Fund, and the Development Associate. This is a hybrid role, with 2-3 days per week expected on site at Derby Academy in Hingham, MA and additional travel required to meet with donors in the surrounding area.

Key Responsibilities

- Manage a portfolio of approximately 100-125 alumni, parents, volunteers, and friends
- Secure five and six-figure gifts, as well as annual leadership gifts, from assigned prospects
- Develop strategies to expand the current base of philanthropic revenue sources
- Enhance donor stewardship practice to retain and grow current donor base
- Build a robust alumni relations program to support major gift solicitations and develop a healthy pipeline of prospective donors to ensure the long-term sustainability of Derby's philanthropic program
- Support the Derby Council, a group of alumni, alumni parents, former faculty and former Trustee volunteer leaders dedicated to advancing the mission of Derby Academy
- Assist with student-facing school duties as assigned, such as lunch duty or pickup/drop-off

Key Qualifications, Skills and Competencies

- A minimum of 5+ years of development experience, with at least 3+ years in direct solicitations, preferably in at an independent school in major giving
- Proven track record of identifying, cultivating, soliciting, and stewarding major donors with success securing at least five-figure gifts
- Experience managing and engaging with Board level volunteers
- Alumni engagement experience and planned giving experience preferred
- Ability to bring thorough, organized, strategic, and creative approach to major gifts work
- Self-motivated, entrepreneurial, and team-oriented mindset
- Strong written and verbal communication skills
- Availability to work occasional nights and weekends and willingness to travel occasionally
- Proficiency in fundraising databases and Microsoft Office
- Ability to effectively collaborate with, and build trust among, a diverse group of fellow employees, Derby leadership, parents, and alumni
- Ability to be flexible and adapt to changing work priorities in a fast-paced environment
- Adherence to all personnel policies and procedures in Derby's Employee Handbook



Compensation

The Major Gifts Officer position has a starting annual salary of \$120,000, commensurate with experience. The benefits package includes a health insurance plan; long-term disability insurance; employer match to 403(b) retirement plan; and paid vacation, sick time, and holidays.

Derby Academy is committed to building a diverse, equitable and inclusive educational community and does not discriminate on the basis of age, race, religion, gender, color, veteran status, physical ability, sexual orientation, national or ethnic origin or any other state or federally protected classifications. Derby Academy is an equal opportunity employer. Derby Academy values inclusivity and encourages candidates from diverse backgrounds or who have experience in cultural competency work to apply.



To express interest in the position, please submit your cover letter and resume in confidence [here](#).

For more information, please visit www.developmentguild.com.

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About Development Guild DDI

For 45 years, Development Guild DDI has consulted to leaders across the nonprofit spectrum. We have successfully collaborated with more than 650 clients nationwide in the sectors of health & science, education, environment, the arts, and social justice. We are experts in executive search and fundraising and are at the forefront of delivering best practice in these services.

With each engagement, we work in teams tailored to a client's particular needs, providing sector-specific intelligence, cross-sector insight, and hands-on functional expertise. We combine our perspective on nonprofit leadership with our knowledge and experience in both fundraising and executive search. This distinct perspective enables us to deliver the most strategic and measurable impact.

