



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

Subject line: "Development Director Application"

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

Important Dates:

Application Deadline: March 14, 2025

Target Start Date: Apr 7, 2025