



Kinneret Day School ❖ 2600 Netherland Ave., Bronx, NY 10463 ❖ 718-548-0900

Job Title: Director of Advancement

Location: Kinneret Day School, Riverdale, NY

About Kinneret Day School:

Kinneret Day School is a vibrant, Zionist pluralistic Jewish day school located in the heart of Riverdale. For over 75 years, Kinneret has been a cornerstone of academic excellence and Jewish values, fostering a warm, inclusive, and dynamic community for students from diverse backgrounds. Our mission is to inspire lifelong learners, instill a love of Jewish values and traditions, and cultivate a sense of responsibility to the world around us.

Position Overview:

Kinneret Day School is seeking an enthusiastic, strategic, and relationship-driven **Director of Advancement** to manage and implement our outward facing efforts including development, admissions, and public relations. This pivotal role is responsible for driving the school's towards ensuring sustainable enrollment growth. The ideal candidate will bring a passion for Jewish education, exceptional communication skills, and a proven track record of success in growth oriented programs, fundraising and community engagement.

Key Responsibilities:

Development and Fundraising

- Collaborate with the Head of School to design and execute comprehensive development strategies to meet annual and long-term fundraising goals.
- Cultivate, solicit, and steward relationships with donors, alumni, and community partners.
- Plan and oversee fundraising campaigns, special events, and donor recognition initiatives.

Admissions and Enrollment

- Develop and implement a strategic admissions and enrollment plan to attract and retain mission-aligned families.
- Serve as the primary point of contact for prospective families, guiding them through the admissions process with warmth and professionalism.
- Organize and lead recruitment events, open houses, and school tours.
- Build relationships with local Jewish communities and feeder preschools to strengthen the admissions pipeline.
- Monitor enrollment trends and maintain accurate data to inform planning and decision-making.

Community Engagement

- Foster strong connections with current families, alumni, and community stakeholders to promote a sense of belonging and engagement.
- Collaborate with the leadership team to ensure consistent, compelling messaging across all platforms.
- Represent Kinneret Day School at community events and build partnerships with organizations aligned with the school's mission.

Qualifications:

- Bachelor's degree required; advanced degree preferred.
- Minimum of 5 years of experience in development, admissions, or a related field, ideally in an educational or nonprofit setting, preferred.
- Exceptional interpersonal, communication, and relationship-building skills.
- Strong organizational skills with the ability to manage multiple priorities and deadlines.
- Knowledge of Jewish education, culture, and values.
- Team player, a must

Why Join Kinneret Day School?

- Be part of a close-knit, mission-driven team making a meaningful impact on students and families.
- Lead and grow key initiatives at a beloved institution with a rich history and a bright future.
- Enjoy a collaborative work environment that values creativity, dedication, and community.

How to Apply:

Interested candidates should submit a resume and a thoughtful cover letter detailing their qualifications and vision for this role to imann@kinneretdayschool.org. Applications will be reviewed on a rolling basis, and the position will remain open until filled.