



## Navigator Schools

### Development Committee Meeting

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#### Date and Time

Thursday January 18, 2024 at 4:00 PM PST

#### Location

[Join Zoom Meeting](#)

ID: 97994198235

Passcode: 838747

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Join Zoom Meeting

<https://navigatorschools.zoom.us/j/92094313908?pwd=cVNWYmJTa0R5UGI4cWhLcytQVXIPQT09>

Meeting ID: 920 9431 3908

Passcode: 794346

One tap mobile

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Dial by your location

+1 669 900 6833 US (San Jose)

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:00 PM</b>
<b>A.</b> Record Attendance and Guests		Tom Peraic	1 m
<b>B.</b> Call the Meeting to Order		Tom Peraic	1 m
<b>C.</b> Public Comments		Chuck Daggs	1 m
The committee chair will review requests for public comments (if any).			
<b>II. Development</b>			<b>4:03 PM</b>
<b>A.</b> Opening Remarks	Discuss	Chuck Daggs	5 m
The committee chair will provide opening remarks and updates.			
<b>B.</b> Current Update on Previous Philanthropy and Grants	FYI	Neena Goswamy	10 m
This report outlines current grants, key relationships, and what categories of grants and philanthropy we need to focus on.			
<b>C.</b> Current Update on Key Philanthropic Narratives	Discuss	Kirsten Carr	15 m
Navigator is working with Larson Communications and will provide an update.			
<b>D.</b> Development Officer: Job description included in board materials	Discuss	Neena Goswamy	5 m
Navigator is currently working with Leveled Talent to recruit a Development Officer.			
<b>E.</b> Committee Discussion	Discuss	Neena Goswamy	15 m
What are the opportunities and key relationships we should be making?			
<b>III. Closing Items</b>			<b>4:53 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Tom Peraic	1 m
Members will vote on the approval of meeting adjournment.			

# Coversheet

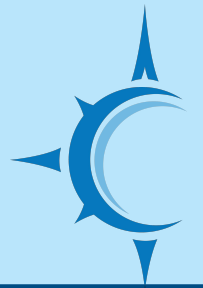
## Current Update on Key Philanthropic Narratives

<b>Section:</b>	II. Development
<b>Item:</b>	C. Current Update on Key Philanthropic Narratives
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	Development Committee Pitch Slide Deck 1.12.2024.pdf Navi 2024 Media Pitch Development.pdf Navi 2024 Philanthropy Pitch Development.pdf



# Development Pitches

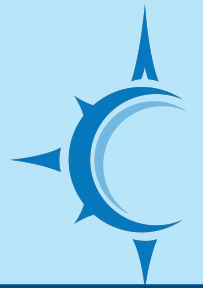
Supporting Navigator Public Schools 23-24 Big Goals



# Purpose of the Pitch Document

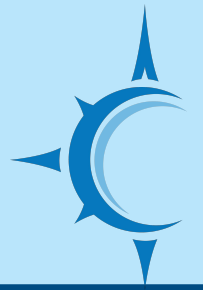
**Create a library of ideas, resources and conversation starters we can use to:**

- **Articulate our compelling Navigator Schools value proposition to potential community and individual funders and journalists.**
- **Inspire people to join our mission to deliver phenomenal outcomes for all students, regardless of their circumstances.**



## How does this work?

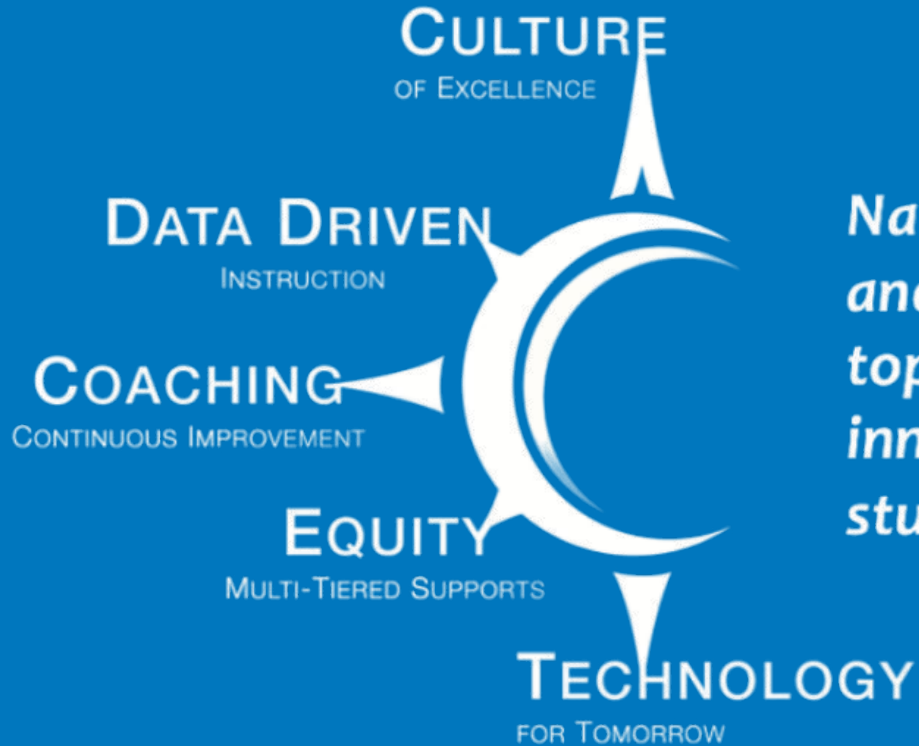
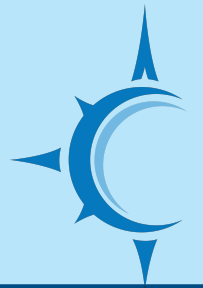
- Larson PR created two documents. One for fundraising and the other for media.
- Navi communications team is building out story ideas from the pitch documents based on the activities of the Development Committee &/or school sites
- Navi communications and development staff provide complete story campaign for meetings with potential donors/partners



# Compelling Stories

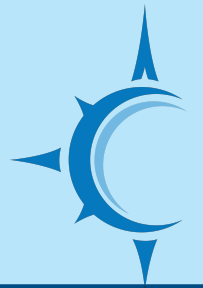
- **Each story includes:**
  - **Elevator pitch**
  - **Supporting data**
  - **Human examples that inspire**
  - **Collateral (next phase)**
  - **Ask— for funding, support, and or news publication (next phase)**
  
- **They all begin with who we are...**





*Navigator Schools equips students to become learners and leaders in high school, college, and beyond. We develop top-tier teams of educators who continuously improve and innovate schools that deliver phenomenal outcomes for all students, regardless of their circumstances.*



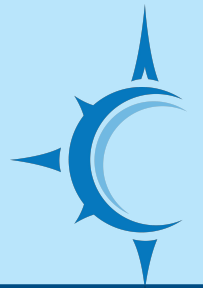


# We are community-based educators charting a new course in education with proven success.

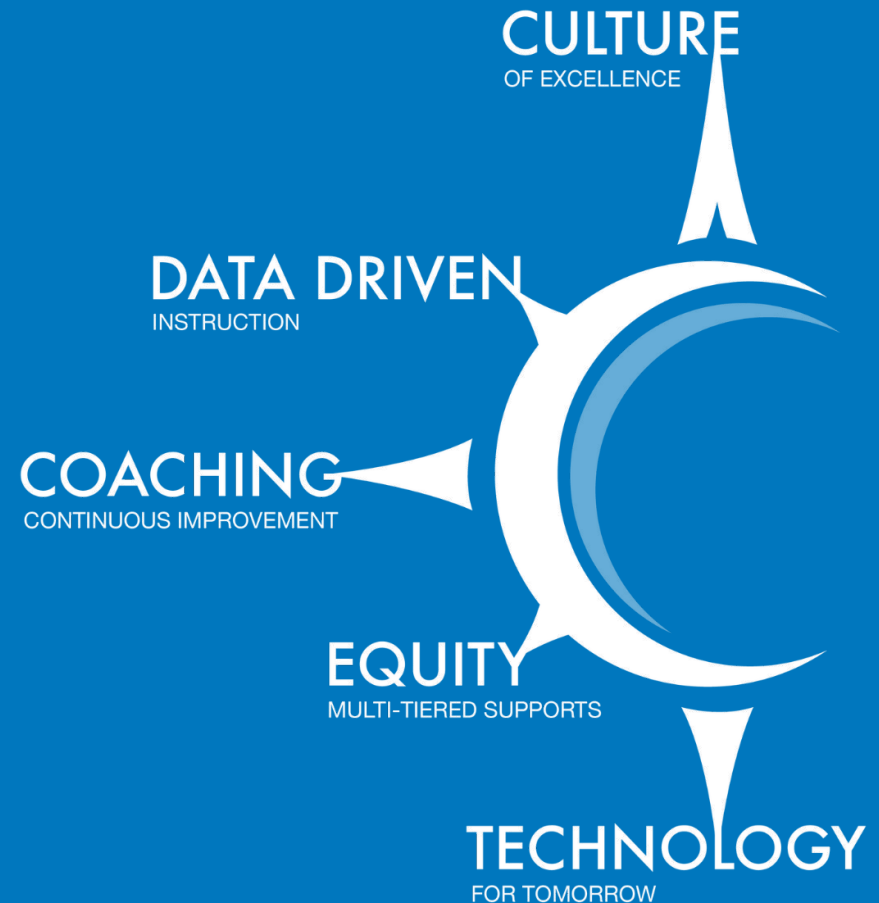
We serve a population of students whose needs public education has failed to meet. Our students are primarily first generation immigrants with parents working in the agricultural sector. Eighty percent are Latinx students, two thirds come from socio-economically disadvantaged households, and more than half do not speak English at home. Fewer than a quarter of their parents have college degrees.

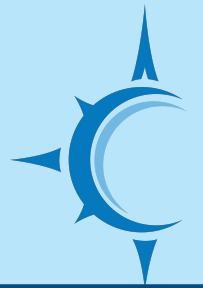
Research would suggest that these are students with the biggest challenges, fewest opportunities, and greatest likelihood of being left behind academically. The findings show that across the country only 28% of Latinx adults age 25 or over have earned an associate's degree or higher, compared with 48% of white adults. In California overall, only 20% of Latino students met or exceeded proficiency on state tests (SBAC 2021) compared with 45% of white students. This has a profoundly negative lifelong impact.

**Since 2011, Navigator Schools' students have thrived academically and personally, no matter their circumstances.**



Our students succeed  
because  
we train classroom  
teachers to  
courageously take  
advantage of every  
resource and best  
practice for our scholars

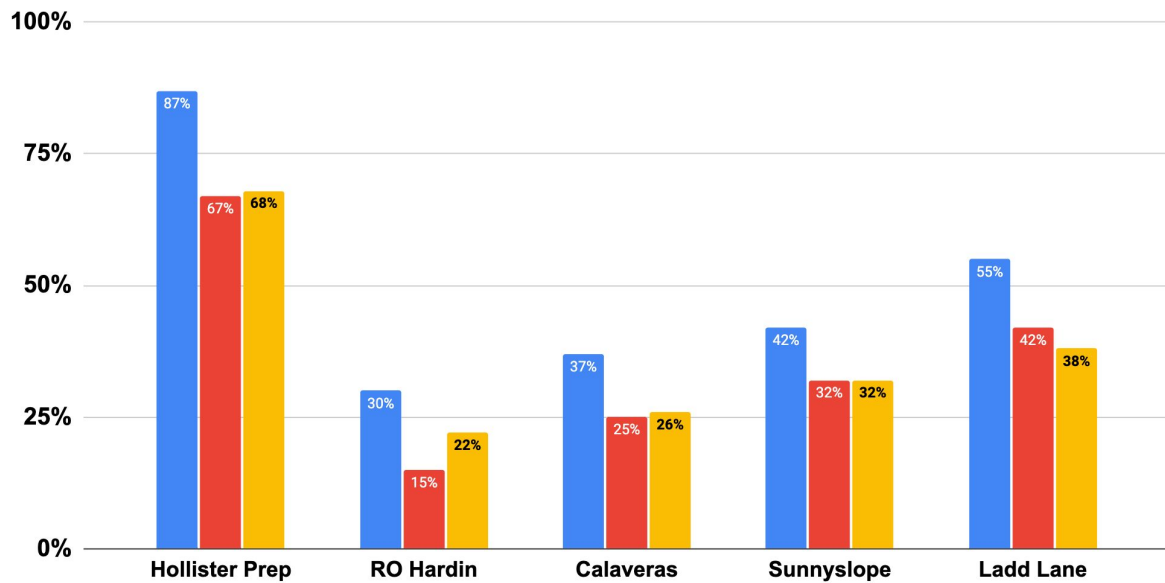




# Our schools consistently outperform neighboring schools

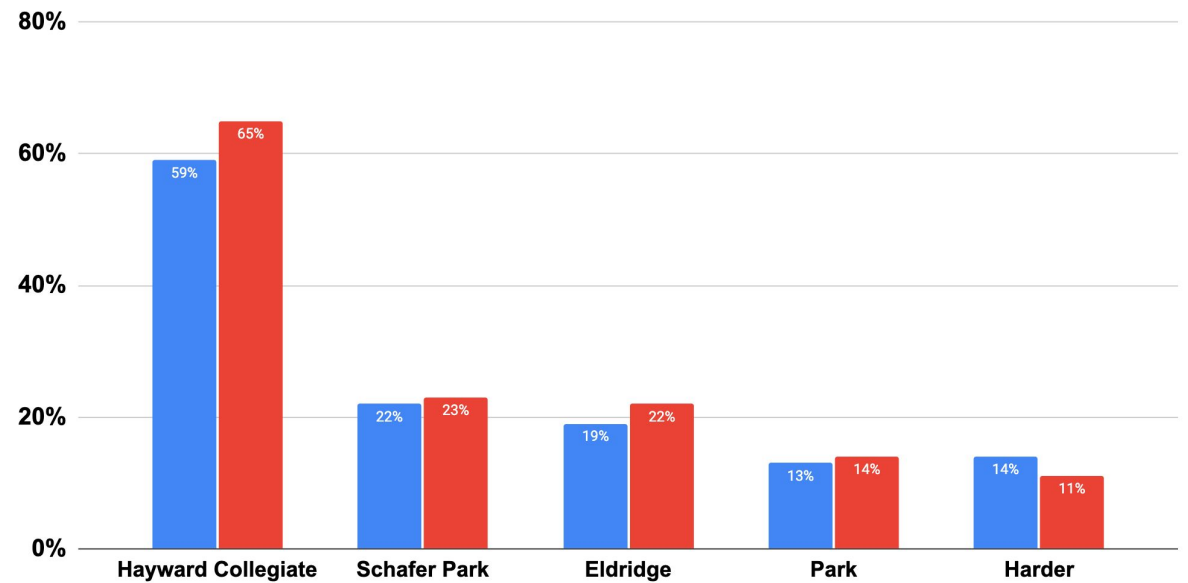
SBAC ELA ALL STUDENTS Hollister Prep and Closest Four Neighborhood Schools 2019, 2022 and 2023

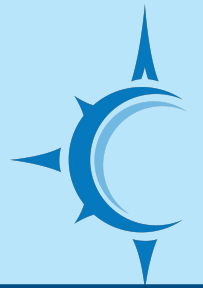
■ 2019 ■ 2022 ■ 2023



SBAC Math ALL STUDENTS Hayward Collegiate and Closest Four Neighborhood Schools 2019, 2022 and 2023

■ 2022 ■ 2023






# Our scholars fulfill their family expectations for upward mobility



Marisol Velasco, a GPS alumna, was a part of founding 2nd grade class. She earned the salutatorian ranking for GECA's 2022 graduating class.

**NAVIGATOR GRADUATE AIMS** 

To navigate an unknown and complex future, Navigator learners and leaders are:

- Academic Scholars**  
Have foundational literacy and mathematical skills, and knowledge of the world that will support their ability to apply their skills to fully understanding a topic or completing a task.
- Courageous Change-Makers**  
Are grounded in their values so they can advocate for themselves and for others as we work to make a positive impact on our community and realize our visions for a better tomorrow.
- Creative Problem-Solvers**  
Are solutions-oriented and tackle problems with a range of analysis and synthesis strategies and resources to create optimal solutions.
- Collaborative Teammates**  
Have skills, motivation, and an optimistic outlook to be a supportive and engaged teammate invested in our shared success.

Powered by BoardOnTrack



# Story Example:

Funders and journalists  
are missing a crucial,  
growing population



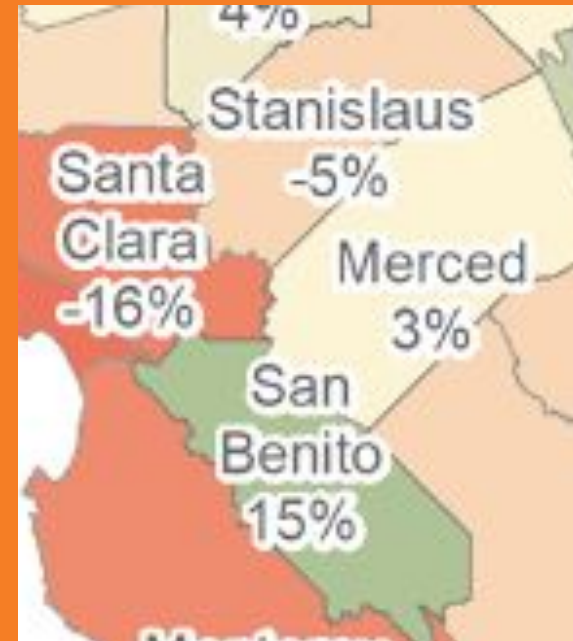
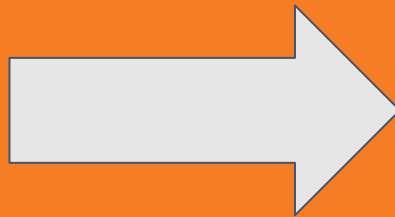
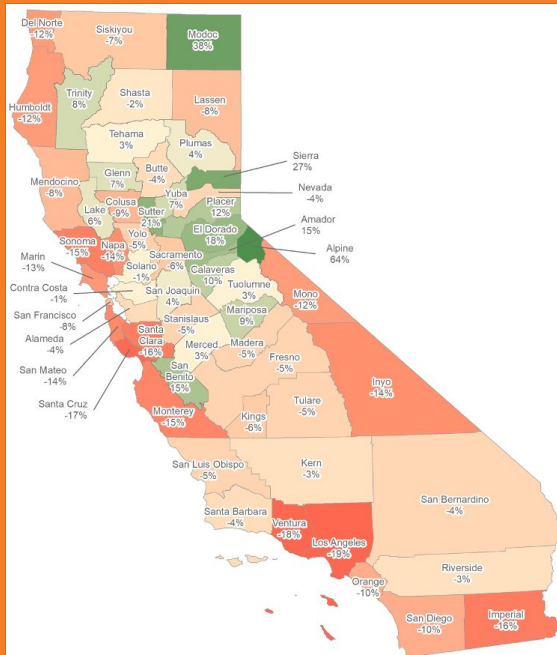
# Elevator Pitch

**When it comes to closing achievement gaps, the majority of dollars and attention are often focused on supporting students in our urban centers. That is important but also inadequate. As population patterns continue to shift, there is a growing subset of students in our agricultural and exurban communities who desperately need support.**

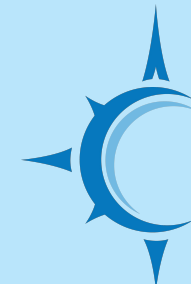




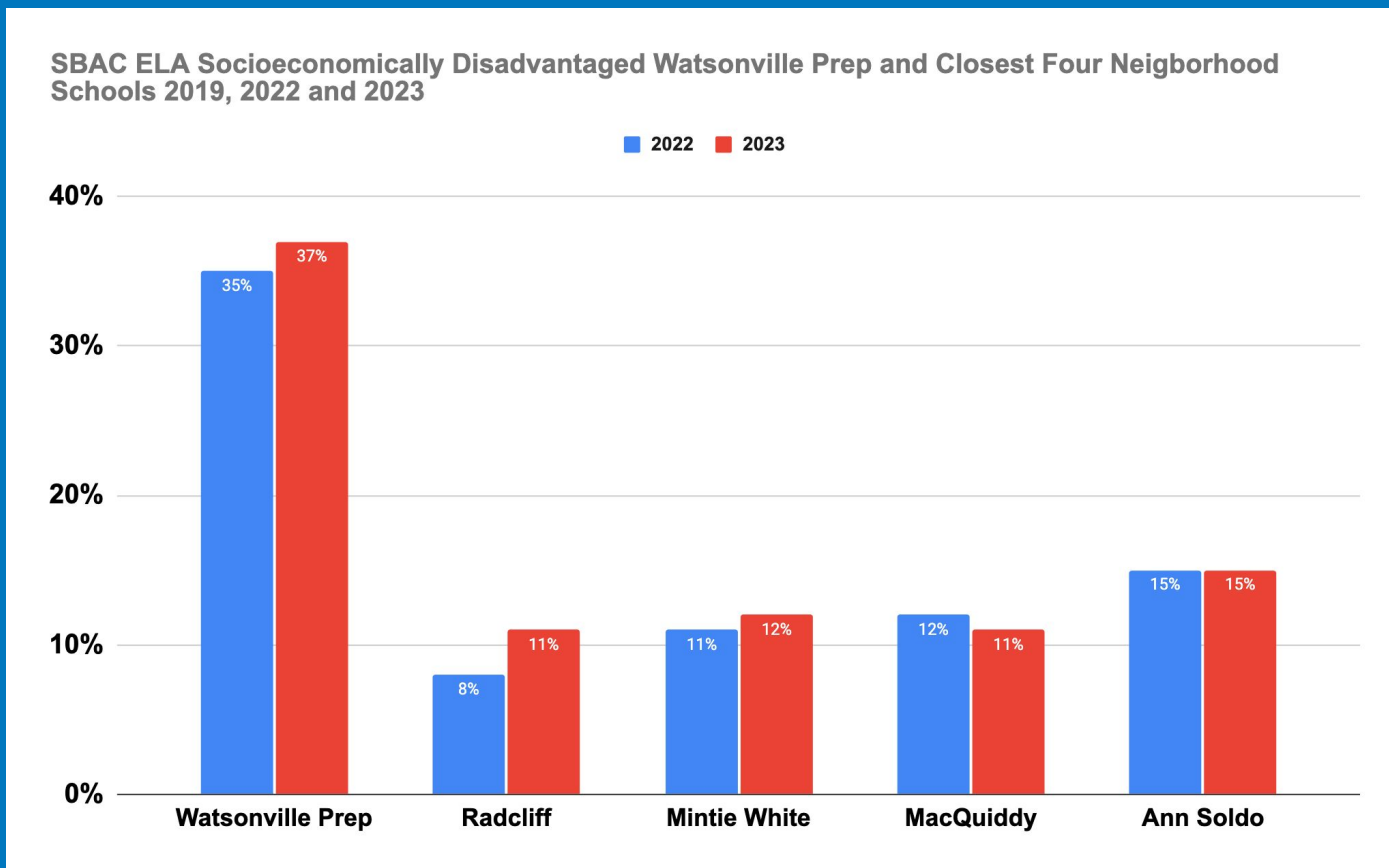
**Supporting data:** San Benito County and adjacent areas of Watsonville and Gilroy are some of the few regions in California experiencing population growth as residents flee urban centers in search of affordable housing. But the schools waiting for their children are not succeeding. They need Navigator Schools.

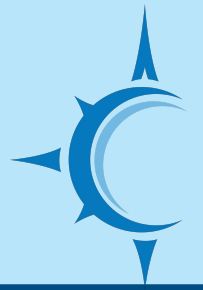






# We serve the most disadvantaged students and our scholars outperform neighboring schools 2 to 1





Those numbers are faces, students,  
courageous change makers....



# Joselyn - 1st Grade Watsonville Prep

Joselyn started 1st grade knowing only ten letter sounds. In three months, she knew all 26 letter sounds and had started to read.

In math, she made 5 months of growth in 3 months.





# Jesus - 5th Grade Watsonville Prep

Started WPS at the end of first grade not able to read. By the end of 2nd grade, reading 13 words per minute and by the end of 5th grade, reading at/or above grade level.



+20 PR!



# Isaac - 6th Grade Watsonville Prep

Was reading at a 4th grade level at the beginning of the year. Through a variety of interventions and supports, he is now reading above an 8th grade level.





# More Navigator Stories:

## Doubling Down on Science & Technology

*We have proven results and are eager to build on them. We'd like to offer science and technology programs that deliver success on par with our English Language Arts.*

## Expanding Our Impact

*We saw the need and we are serving students who might otherwise be forgotten. Your support helps us expand our impact and ensures that high quality educational options are aligned with where more and more families are headed.*

## Celebrating Academic Outcomes

*We are making a measurable, unprecedented impact on our students. Every dollar we receive is a dollar that helps to close the achievement gap and transform our communities.*

# Questions?



**Navigator Schools**

Charting a new course in education





## Navigator Schools 2024 Pitch Development

The following is a working preparation document developing Navigator School's Strategic Communications Plan for the upcoming year.

### 2024 Narrative Outlook

Larson Communications aims to generate proactive storytelling tactics for Navigator Schools to enhance its media presence and bolster its reputation. To strengthen Navigator Schools' reputation, we will strategize our storytelling approach. This includes a two-pronged approach: 1) building credibility of the Navigator Schools to increase brand recognition and 2) amplifying specific news, updates, programs, partnerships, and personalities of each school. For each, we will diversify the set of voices to include CMO leadership interviews, school staff, parent testimonials, student and alumni perspectives. This will give more depth to each school's local identity while offering a more nuanced and unified portrayal of Navigator Schools.

### 2024 Storytelling Opportunities

The following storytelling opportunities are narratives that will be developed into tactical pitch angles for our 2024 Strategic Communications Plan:

#### Prong I: Building credibility to increase brand recognition and support brand growth

- o Showcasing thought-leadership and educational expertise: Amplify Navigator School's unique differentiators in leadership talking points (like "Squads Model") and impactful data (like closing the achievement gap).
- o Spotlighting success stories of rural education: Highlighting innovative approaches and achievements in rural schools to inspire and inform others.
- o Advocating for mental health and well-being in rural schools: Raising awareness and providing resources for addressing mental health challenges faced by rural students and educators.
- o Bridging the digital divide: Advocating for equitable access to technology and internet resources for all students in the Central Valleys while highlighting Navi's work to ensure access to its students.
- o Preparing the community for new school openings: introduce Navigator Schools brand to editors in aspiring locales aligned with the CMO's 2024 petitions.

#### Prong II: Individual School Amplification

- o The Future of Agriculture and Education: Exploring the intersection of agriculture, technology, and education in preparing students for the evolving agricultural landscape.
- o Elevating Local Voices: Supporting the development of local podcasts and media platforms to share the stories and perspectives of the Central Valley.
- o Magnifying Current Events, Partnerships, Programs: Proactively providing media with news alerts so to promote local happenings of each school to build community awareness

## **2024 Predictive Index**

Arising from LC's media landscape audit and marketplace analysis, the following themes are what media are interested in talking about next year.

- Continued Focus on Vocational Training and Job Skills: The demand for skilled labor in the agricultural sector and beyond is likely to drive further investment in CTE programs and partnerships with local businesses. Innovative models for work-based learning and apprenticeships will gain traction.
- Increased Attention to Equity and Access: Concerns about the digital divide and financial barriers to education will lead to initiatives aimed at bridging the gap between rural and urban communities. Advocacy for increased funding for rural schools and scholarships for low-income students will continue.
- Emergence of Local Media and Storytelling: The growing awareness of the unique challenges and opportunities of education in the Central Valley will fuel the development of local podcasts, blogs, and online communities. These platforms will amplify local voices and perspectives, influencing regional and national conversations.
- Technology as a Double-Edged Sword: While technology offers valuable tools for personalized learning and bridging the digital divide, concerns about data privacy, equity in access, and the potential for job displacement will need careful consideration and ethical implementation.
- The Rise of Community Partnerships: Collaboration between schools, businesses, community organizations, and government agencies will become increasingly important to address complex challenges and ensure successful education outcomes for all students in the Central Valley.
- National Recognition and Support: As the unique needs of the Central Valley gain more attention, national policy discussions and funding initiatives may begin to address the specific challenges faced by rural education systems.

## **2024 Editorial Focus**

The following categories are where we envision our editorial focus will maximize the most impactful results.

- National or Regional Education Publications: Publications like Education Week, EdSurge, or The Journal of Educational Leadership could offer broader context and compare Navigator Schools to national trends in education.
- Spanish-Language Media: Local Spanish-language newspapers, radio stations, or online platforms could be missing sources of coverage. Hmong-language media may be an emerging market, as well.

- Niche Publications: Select schools' specific programs or areas of focus, publications related to STEM learning, parenting and families, "Things to do" local calendar listings or roundups of community events, career readiness, or environmental initiatives
- National Education Podcasts with Regional Relevance: Podcasts like "Cult of Pedagogy" and "The EdTech Podcast" offer valuable insights applicable to rural education contexts.
- Student-Run Media: High school or college newspapers, radio stations, or online platforms could offer unique perspectives and insights from likeminded generations, or even alumni.
- Community Blogs and Social Media: Local community blogs, Facebook groups, or neighborhood forums might discuss the schools' activities, events, or parent experiences, providing valuable grassroots viewpoints.

### **Editorial Prospects**

Aligning the above storytelling opportunities with the aforementioned editorial focus, we'll prioritize the following media outlets in our outreach.

#### Central Valley:

- Merced Sun-Star: Provides local news for Merced County, with occasional articles on schools and parenting.
- ABC30: Fresno-based ABC affiliate with occasional segments on education and family topics.
- KCRA 3: Sacramento-based CBS affiliate, but their coverage can often reach parts of the Central Valley.
- KJMJ: Fresno-based news radio station with segments on education and parenting.
- KVPR: Public radio station covering Fresno and Central California, featuring educational programming and family-oriented discussions.
- The Fresno Bee: Fresno's leading daily newspaper, delivering in-depth local news, insightful opinions, and engaging sports coverage.
- Fresno Family Magazine: Monthly publication focused on parenting and family life in the Central Valley.
- Central Valley Families Magazine: Online magazine covering family events, resources, and news across the Central Valley.
- Valley Parent: Online resource offering parenting advice, school information, and family-friendly activities in the Central Valley.
- EdSource: California education news website with frequent coverage of Central Valley schools.
- Central Valley Community Foundation Blog: Features articles on education, youth development, and family issues in the region.
- Central California Parent: Blog offering local parenting tips, resources, and event information.

#### Santa Clara County:

- San Jose Mercury News: The largest daily newspaper in Silicon Valley, covering news, sports, business, and entertainment.
- Palo Alto Weekly: A weekly newspaper covering local news, arts, and culture in Palo Alto and surrounding areas.
- Santa Clara Weekly: A free weekly newspaper focusing on news, politics, and culture in Santa Clara County.

Santa Cruz County:

- Santa Cruz Sentinel: The daily newspaper of Santa Cruz, covering local news, sports, business, and arts.
- Good Times Weekly: A free weekly newspaper focused on alternative news, arts, and culture in Santa Cruz County.
- Coast Weekly: A weekly newspaper covering news, arts, and entertainment in Santa Cruz and North Monterey County.

San Benito County:

- Hollister Free Lance: The weekly newspaper of Hollister, covering local news, sports, and events.
- San Benito County Herald: A weekly newspaper serving San Benito County, focusing on local news, government, and community affairs.
- Gilroy Dispatch: The weekly newspaper of Gilroy, providing news, sports, and features for the South Santa Clara Valley.

Alameda County:

- East Bay Times: The daily newspaper of Alameda County, covering news, sports, business, and entertainment.

**Emerging Editorial Prospects**

As Navigator Schools finalizes potential mergers and new school openings in aspirational locations, we will adjust the below prospects to align with approved priorities.

- Merced County Times: Online news source offering local coverage, sometimes featuring school events and parenting tips.
- Merced Kids Calendar: Online resource listing family-friendly events and activities in Merced County.
- Merced Family Magazine: Online magazine with limited content but might occasionally offer relevant articles.
- Merced Unified School District Website: Provides news and updates specifically about Merced schools.
- The Mercedian: Online student newspaper from UC Merced, may discuss local education issues.
- Merced Sun Star: Daily newspaper serving Merced County, California, and the surrounding Central Valley.
- Los Banos Enterprise: Local newspaper covering Los Banos and surrounding areas, with occasional articles on schools and family events.
- Valley Parent: Online resource offering parenting advice, school information, and family-friendly activities in the Central Valley, potentially including Los Banos content.
- Los Banos Unified School District Website: Provides news and updates specifically about Los Banos schools.

###



## Supporting Navigator Public Schools 23-24 Big Goals

As Navigator Public Schools continues to pursue our mission of equipping students to be learners and leaders in high school, college, and beyond, we will focus on the following two big goals during the 2023-2024 school year:

- Increasing academic achievement across all our schools and closing any gaps in performance across subgroups of students.
- Broadening our impact through growth, either by opening new schools or merging with existing standalone campuses.

The below messaging and pitch outlines will help facilitate conversations with potential donors that could bring in necessary funding to support the above Big Goals. Pitches should be customized to speak directly to the interests and priorities of individual donors or foundations.

## Who We Are & Why We Matter

- Founded in 2011, Navigator Public Schools is a network of four high-performing public charter schools improving opportunities for students in agricultural communities.
  - Our schools annually prepare over 1,700 TK-8 students to be learners and leaders in high school, college and life. To date, about 600 students have graduated from our schools.
- When it comes to closing achievement gaps, the majority of dollars and attention are often focused on supporting students in our urban centers. That is important but also inadequate. As population patterns continue to shift, there is a growing subset of students in our agricultural and exurban communities who desperately need support.
  - [Census Info - Hollister \(Demographics\)](#)
  - [Census Info - Watsonville \(Demographics\)](#)
  - [Census Info - Gilroy \(Demographics\)](#)
- Navigator Public Schools is focused on a population of students who are often unseen and under-served, and we are supporting them to surpass all expectations.
- Navigator Public Schools' work is already impacting lives for the better every day. We believe that quality education can transform futures and communities and we are laser-focused on serving students and families who have traditionally been overlooked.
- Our committed team of educators are driving phenomenal outcomes for students, regardless of their circumstances, and with the right support we are poised for further growth, impact, and innovation.

## Celebrating Academic Outcomes

*We are making a measurable, unprecedented impact on our students. Every dollar we receive is a dollar that helps to close the achievement gap and transform our communities.*

- Our schools serve a population of students who are 66% socio-economically disadvantaged and 80% Latinx. Research would suggest that these are students with the highest needs, fewest opportunities, and greatest likelihood of being behind academically.
  - The findings show that across the country only 28% of Latino adults age 25 or over have earned an associate's degree or higher, compared to 48% of white adults
  - 20% of Hispanic students met or exceeded proficiency on SBAC 2021 compared to 45% of white students
- At Navigator, these students are outperforming their peers at every turn, giving them choices and opportunities that were previously unavailable.
  - Our students are 3x more likely to be on grade level in Reading by the end of 5th grade than they would be in the surrounding schools.
  - Navigator's students are also 2x more likely to go to college.
- But we are not only outperforming our neighboring schools who serve similar populations of students. We are actively closing the achievement gap with the white, more affluent students across the state.
  - If you compare our students who are socio-economically disadvantaged against their non-socio-economically disadvantaged counterparts across the state, we are measurably closing gaps in achievement.
- In partnership with our students and their families, we are achieving these results through a combination of collaboration, care, and extremely hard work.
  - Squads
- These kinds of academic outcomes fundamentally change the long-term possibilities for our students and the communities we serve. Every dollar spent on accelerating the academic achievement of Navigator's students is a direct, proven investment in transforming the lives and futures of our young people.

## Expanding Our Impact

*We saw the need and we are serving students who might otherwise be forgotten. Your support helps us expand our impact and ensures that high quality educational options are aligned with where more and more families are headed.*

- We are in a moment of massive population redistribution. Families are leaving our urban centers, often heading to “exurbs” — communities that are located beyond the immediate suburbs next to major cities but before the more agricultural communities.
  - Merced County - The population of Merced County, California in 2022 was 290,014, 11.2% up from the 260,776 who lived there in 2012. For comparison, the US population grew 6.2% and California's population grew 2.9% during that period
  - Monterey County - The population of Monterey County, California in 2022 was 432,858, 2% up from the 424,222 who lived there in 2012. For comparison, the US population grew 6.2% and California's population grew 2.9% during that period.
- Unfortunately, our ability to provide great schools isn't keeping pace with the population growth happening in exurbs and agricultural communities. The need is there, but high quality education often isn't — especially for socio-economically disadvantaged students and English Language Learners.

- The vast majority of philanthropic resources are going to our urban centers even though there are thousands of kids in these communities that need that same kind of attention and investment.
- Navigator Public Schools has chosen to focus our efforts on these communities specifically. We are meeting a need that no one else is and we are having incredible success, even without the same attention and investment as our counterparts serving students in urban centers.
- We need to expand our impact to keep pace with the growing demand in communities like Los Banos, Merced, Salinas and Stockton.
- Opening a new school or bringing a school into the Navigator network is an expensive, complex endeavor.
  - From start up costs and facilities, to paying for the necessary political process, we know that expanding our impact requires increased investment.
- Navigator is a shining star but we are not currently in enough people's orbit. You have a chance to be part of building something exceptional and bringing other people to a cause that will inspire them.

## Doubling Down on Science & Innovation

*We have proven results and we are eager to build on them, offer more to our students, and become a leader in education. Investing in STEM and other innovative programming at Navigator is an investment that will have exponential impact.*

- At Navigator, our students are achieving outstanding outcomes in English and Math. We have built a solid foundation and we are so proud to see our students closing achievement gaps and changing the future for themselves and their communities.
- English and Math are an important part — but only a part — of truly transformative education. With that foundation in place, we are excited to pursue similar outcomes and opportunities in other areas, such as STEM.
- This is an opportunity to get in on the ground floor of creating the very best STEM program for TK thru 8th grade students, and eventually high school. We will set the bar for excellence and innovation, and we want to do it with support from experts in the field.
- By investing in the development of Navigator's curriculum and approach now, you're investing in something that will not only be replicated across our existing and future schools but will become a framework for success across the education sector.



# Coversheet

## Development Officer: Job description included in board materials

**Section:** II. Development  
**Item:** D. Development Officer: Job description included in board materials  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Navigator Schools Development Officer Job Description.pdf



## Development Officer

**Reports to:**

*Director of Innovation & Strategy*

**FLSA Status:**

*Exempt*

### **Who We Are**

Navigator Schools is a network of public charter schools that operates four high-performing TK-8 schools in the Northern Central Coast and Bay areas. Navigator exists because a group of concerned educators and parents no longer wanted to wait for someone else to figure out how to improve the quality of public school education. They were determined to demonstrate that ethnicity, early English fluency, and socioeconomic status are factors outside the classroom that may challenge but should not predetermine a student's academic success. With that determination, our first site was founded. After studying best practices from schools throughout the United States, we created a rigorous full-inclusion model that anticipates and meets the needs of all students. Our students enjoy research-based, personalized learning supported by a strong instructional staff. Our staff is supported by extensive professional development and regular coaching at every level of the organization, which leads to phenomenal results for all students.

Navigator Schools is committed to reaching the highest levels of student success through highly effective, student-focused teaching methods. Our organization boasts some of the top assessment scores in California and operates a growing network of schools, with campuses currently in Gilroy, Hollister, Watsonville, and Hayward. In addition, Navigator has positively influenced public school districts and charter school organizations throughout California by establishing partnerships and implementing professional development modules for school staff and leaders outside of the Navigator organization.

### **Our Mission**

Navigator Schools equips students to become learners and leaders in high school, college, and beyond. We develop top-tier teams of educators who continuously improve and innovate schools that deliver phenomenal outcomes for all students, regardless of their circumstances.

### **Role Summary**

Navigator Schools is seeking a dynamic, goal-oriented leader to serve as their inaugural Development Officer. The Development Officer will be responsible for the strategic leadership, design, and implementation of a comprehensive fundraising strategy to secure the financial stability of the organization and support the growth of our schools. They will work closely with the Director of Innovation & Strategy and the Grant Writer/consultant to generate new leads, establish prospect pipelines, cultivate individual giving and foundation gift initiatives, and steward existing programs. The ideal candidate is a self-starter, strong relationship builder, creative problem solver, and an effective communicator who is skilled in storytelling.

## Responsibilities

### Include but are not limited to:

- **Strategic Fundraising Planning**
  - Develop a comprehensive fundraising plan with clear strategies and actionable goals to identify, cultivate, and solicit donors
  - Formulate and strive to meet significant fundraising targets, such as securing multi-million dollar contributions and attracting 5-6 figure gifts annually
  - Diversify funding sources by building pipelines and engaging new prospects in individual giving, corporate partnerships, foundation grants, and events to pitch values-aligned opportunities to
  - Collaborate with senior and school leadership to stay abreast of academic and financial priorities, align on opportunities for program support, and effectively communicate our vision
  
- **Donor Relationship Management**
  - Cultivate relationships with program officers and key leadership, meet regularly to understand their funding priorities, and use research to maintain a diverse donor pipeline for potential future support
  - Implement a donor recognition program to sustain and acknowledge donors and upgrade funding from current partners
  - Serve as the fundraising lead, and as a partner to the CEO/Superintendent, Board of Trustees, Navigator staff, and other external champions by building their capacity to identify and foster funder relationships
  
- **Grant Research & Application**
  - Collaborate with the Grant Writer to prepare materials and apply for relevant grants and programs
  - Facilitate cross-team collaboration to complete program evaluation and effectively communicate progress and trends
  - Ensure timely submission of reports and any other information to meet grant requirements
  
- **Community Engagement & Marketing**
  - Serve as a representative of Navigator by attending business, community, and philanthropy events and leveraging opportunities to communicate our impact and future goals
  - Develop a fundraising calendar and organize special events and meetings to increase our visibility, regularly engage donors, and broaden our network
  - Collaborate with the Communications Team to create engaging collateral and promote fundraising campaigns, success stories, and key milestones
  
- **Systems Management & Performance Analysis**
  - Implement and maintain donor management systems and development practices to ensure effective record-keeping, tracking, and communication
  - Conduct data analysis regularly to evaluate performance and refine fundraising strategies, as needed

- Communicate fundraising goals and share updates with key stakeholders to foster a culture of shared accountability and continuous improvement to meet short and long-term fundraising goals

### **Candidate Requirements**

**The ideal candidate will possess the following qualifications:**

- Strong knowledge of philanthropy and fundraising strategies and procedures
- Ability to manage budgets and develop financial projections
- Skilled project manager who is resourceful and consistently follows through with the execution of plans
- Gifted relationship builder with superb interpersonal skills who connects easily with internal and external stakeholders at all levels from diverse backgrounds
- Highly collaborative leader with the ability to inspire others to achieve shared goals
- Detail-oriented with the ability to plan and execute high-caliber events
- Excellent communication and presentation skills, both written and verbal
- Sound judgment in maintaining the strictest confidentiality of donor information
- Experience managing commonly used fundraising and/or sales software
- Alignment with the qualities of a Navigator Core Values: continual improver, academic scholar, creative problem solver, courageous change-maker, and collaborative teammate
- Bachelor's degree, or equivalent experience required
- Experience working in schools or alongside school systems is a plus
- Knowledge of key philanthropic and business communities in Silicon Valley and the Central Coast is a plus

### **Application and Hiring Process**

We are excited to review your application! To apply, please submit a resume for the position to [resumes@leveledtalent.com](mailto:resumes@leveledtalent.com). Applications will be considered on a rolling basis, so it is in the candidates' best interest to apply as soon as possible.

Please note: Only applicants who submit materials through our search partner Leveled Talent will be considered.

### **What We Offer**

- A rewarding and meaningful professional career where you will directly influence the direction of student lives
- A competitive compensation package including an excellent salary (range is \$90k - \$120k and commensurate with experience), medical, retirement benefits (STRS), and 15 days of discretionary time
- Leadership opportunities and career paths
- An exciting, evolving, collaborative work environment
- Technology, including a laptop, iPad, and a variety of other technology tools

### **Accommodations**

Reasonable accommodations may be made to enable individuals with disabilities to perform essential job functions.

### **Pre-Employment Process**

Employment eligibility will include fingerprints, tuberculosis, and/or other employment clearance.

### **Working Conditions**

This is a remote position based in Northern California with 20% - 25% local travel expected to meet with the Navigator team and donors and visit school sites.

### **Non-Discrimination Policy**

Navigator Schools is an equal-opportunity employer and is committed to the principles of equal employment. We are committed to complying with all federal, state, and local laws providing equal employment opportunities and all other employment laws and regulations. It is our intent to maintain a work environment that is free of harassment, discrimination, or retaliation based on an individual's race (including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists), color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender (including gender identity and gender expression), age (40 years and over), sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, or any other status protected by federal, state, or local laws. Navigator Schools is dedicated to the fulfillment of this policy in regard to all aspects of employment, including but not limited to recruiting, hiring, placement, transfer, training, promotion, rates of pay, and other compensation, termination, and all other terms, conditions, and privileges of employment. We are strongly committed to hiring a diverse and multicultural staff and encourage applications from traditionally underrepresented backgrounds. Reasonable accommodations may be made to enable individuals with disabilities to perform essential job functions.