



Cherry Creek Schools
Foundation

Executive Director

Cherry Creek Schools Foundation

Lead the next chapter of a growing education foundation dedicated to expanding opportunities for more than 52,000 students across the Cherry Creek School District. CCSF seeks a visionary, relationship-driven, and results-oriented leader to build on a strong foundation and advance a bold strategic plan that will shape the future of philanthropy in support of public education.

Position Details

Location: Denver metropolitan area, with regular presence throughout the Cherry Creek School District and community.

Reports to: Board of Directors, with the Board Chair serving as the Executive Director's primary liaison and leading the annual performance evaluation process on behalf of the Board.

Team leadership: Leads a team that currently includes the Director of Philanthropy, Associate Director of Philanthropy & Engagement, administrative support, and contracted finance and strategy partners.

Status: Full-time, exempt

Salary range: \$140,000 to \$155,000 annually, based on relevant experience, qualifications, and internal compensation considerations.

Benefits: Comprehensive benefits package, including health, dental, vision, retirement, paid leave, and professional development support.

Anticipated start: Early 2027

Organizational scale: Approximately \$1M annual operating budget, \$1.3M in annual philanthropic revenue, 8 staff (Employee & Contract), and 24 Board members.

About CCSF

The Cherry Creek Schools Foundation (CCSF) is the philanthropic partner of the Cherry Creek School District, one of Colorado's most respected public-school systems, serving more than 52,000 students. As an independent nonprofit organization working in close partnership with district leadership, educators, families, businesses, and community members, CCSF mobilizes philanthropic investment to expand opportunities for students and empower educators.

Through THRIVE Grants, strategic partnerships, donor engagement, signature events, corporate partnerships, Colorado Gives Day, and other community initiatives, CCSF helps bring transformational

ideas to life in schools across the district. CCSF connects community generosity with opportunities that benefit students and educators beyond what public funding alone can provide.

The Opportunity

CCSF is entering a defining period of growth and impact. Guided by a newly adopted 2026–2029 Strategic Plan informed by nearly 200 students, families, educators, district leaders, business partners, donors, and community stakeholders, the Foundation has established a bold, community-owned direction across four pillars:

- Champion Educators & Expand Student Opportunity
- Cultivate Lifelong Community & Alumni Connection
- Amplify Awareness to Propel Possibility
- Power What Comes Next

The next Executive Director will inherit substantial organizational strengths, including an engaged Board of Directors, a skilled team, strong district partnerships, established fundraising programs, and broad community support. This leader will translate the strategic direction into focused priorities, sustainable revenue strategies, strong operating practices, and measurable results.

The Board seeks a collaborative, strategic leader who can pair ambitious relationship-building with disciplined execution, financial stewardship, and team development.

Why Join CCSF?

This is an opportunity to lead a respected education foundation at an important point in its development. The next Executive Director will inherit a clear strategic direction, committed staff and Board leadership, strong district relationships, and an opportunity to significantly expand the role of philanthropy in supporting students and educators.

The next Executive Director will have the opportunity to:

- Lead a respected and growing education foundation.
- Partner closely with one of Colorado’s most respected public-school districts.
- Implement a newly adopted strategic plan with clear priorities and broad stakeholder support.
- Build meaningful relationships with donors, businesses, educators, families, alumni, and community partners.
- Expand the role philanthropy plays in supporting student opportunities and educator innovation.
- Shape the future of a mission-driven organization poised for its next phase of growth.

Strategic Leadership and Vision

- Lead implementation of CCSF’s 2026–2029 Strategic Plan, translating its four pillars into annual priorities, measurable goals, resource plans, and regular progress reporting to the Board.
- Serve as CCSF’s chief executive, primary ambassador, and public voice with donors, corporate partners, civic leaders, educators, families, and the broader community.

- Build a trusted, collaborative partnership with the Superintendent and district leadership, identifying opportunities where philanthropy can advance district priorities and student success.
- Monitor developments in education, philanthropy, and the community, recommending strategic adjustments when appropriate.
- Advance equitable access and opportunity by incorporating diverse community perspectives into CCSF's grantmaking, partnerships, communications, and organizational decision-making.

Philanthropy and Revenue Growth

- Serve as the Foundation's chief fundraising strategist, accountable for achieving annual contributed-revenue goals and strengthening long-term philanthropic sustainability.
- Lead and strengthen existing revenue channels, including corporate partnerships, foundation grants, signature events, Colorado Gives Day, and annual campaigns, while expanding major, planned, alumni, and individual giving.
- Personally cultivate, solicit, and steward a portfolio of high-capacity donors, corporate partners, and foundation supporters.
- Equip and engage Board members, district leaders, and other ambassadors in donor identification, cultivation, solicitation, and stewardship.
- Establish measurable goals for donor acquisition, retention, engagement, pipeline development, and revenue growth.
- Evaluate and advance, as appropriate, CCSF's proposed Scholarship Granting Organization initiative, including its strategic, financial, operational, and community implications.

Community, Alumni, and Awareness

- Develop and implement a community and alumni engagement strategy that builds sustained relationships with graduates, families, educators, businesses, and community partners.
- Strengthen CCSF's brand, visibility, and public presence through compelling storytelling, strategic communications, community engagement, and visible executive leadership.
- Ensure CCSF communicates both the human impact and measurable outcomes of philanthropic investments.
- In partnership with the Board and staff, lead the public introduction and ongoing communication of CCSF's strategic plan and progress.

Board Partnership and Governance

- Build a strong and effective partnership with the Board Chair and Board of Directors, establishing clear governance practices, decision-making processes, and shared annual priorities.
- Support the Board and its committees with timely information, strategic recommendations, and transparent reporting.
- Strengthen Board recruitment, onboarding, engagement, philanthropy, and ambassador activity.
- Ensure compliance with applicable legal, financial, regulatory, ethical, and reporting requirements.

Team Leadership and Operations

- Build an inclusive, accountable, and collaborative workplace where employees understand priorities, receive meaningful feedback, and have opportunities to develop.
- Lead organizational planning, performance management, talent development, and succession planning.
- Develop and manage the annual budget, regularly assess financial performance, and ensure responsible allocation of resources.
- Oversee financial controls, audits, risk management, legal compliance, contracts, technology, and data practices in partnership with staff and external specialists.
- Ensure efficient systems and operating practices that support organizational growth, donor engagement, and measurable impact.

Initial Priorities and Measures of Success

Within the first 90 days

- Establishes trusted working relationships with staff, Board leadership, district leadership, key donors, corporate partners, and community stakeholders.
- Completes a structured listening process and organizational assessment.
- Translates first-year strategic priorities into an annual operating plan with responsibilities, timelines, measures, and resource requirements.
- Assesses fundraising performance, donor pipelines, communications, staffing, systems, and financial position.
- Reviews the spring campaign plan, supports strong execution, and identifies opportunities to improve future campaign performance.

Within the first year

- Achieves Board-approved financial and fundraising goals.
- Strengthens the major-gift and corporate-partnership pipeline.
- Establishes measurable approaches to donor acquisition, retention, and alumni engagement.
- Advances CCSF's public visibility and community understanding of its mission and impact.
- Presents a clear recommendation and implementation pathway regarding the Scholarship Granting Organization initiative.
- Builds a healthy, accountable team culture and maintains strong relationships with the district and Board.
- Demonstrates measurable progress against the strategic plan's first-year priorities.

Qualifications

Required Experience and Capabilities

- Significant progressive leadership experience within nonprofit, education, philanthropy, community engagement, public service, or related field.
- Strong executive presence, sound judgment, and the ability to establish credibility with senior business leaders, philanthropists, educators, and community stakeholders.

- Demonstrated success developing and executing fundraising strategies that achieve measurable revenue growth.
- Experience personally cultivating and securing significant philanthropic investments or corporate partnerships.
- Experience translating strategic priorities into operating plans, measurable goals, and results.
- Experience managing and developing employees, working with a governing Board, and overseeing organizational resources.
- Financial literacy, including experience developing or managing budgets and using financial information to support decision-making.
- Outstanding communication, public speaking, relationship-building, and facilitation skills.
- Demonstrated commitment to public education, educational opportunity, and inclusive community engagement.

Preferred Experience

- Knowledge of Colorado's philanthropic, corporate, civic, and education landscape.
- Experience working with a school district, education foundation, community foundation, college or university, or similarly complex partner organization.
- Experience building alumni or community engagement programs.
- Experience leading organizational growth, strategic transformation, or capacity-building initiatives.
- Familiarity with donor databases, fundraising analytics, or other systems supporting philanthropic growth.
- Bachelor's degree or equivalent combination of professional experience, education, and training.
- CFRE or another relevant professional credential.

Leadership Qualities

- **Builder:** Translates vision into priorities, relationships, systems, revenue, and measurable results.
- **Connector:** Builds trust and authentic relationships with donors, educators, families, alumni, colleagues, and community leaders.
- **Strategic and pragmatic:** Balances long-term vision with disciplined execution, thoughtful prioritization, and sound decision-making.
- **Steady:** Leads with integrity, judgment, resilience, and composure in a highly visible environment.
- **Team-centered:** Sets clear expectations, develops people, values diverse perspectives, and celebrates shared success.
- **Energizing:** Inspires others to invest their time, talent, and resources in advancing educational opportunities.

Compensation and Benefits

The anticipated salary range for this position is \$140,000 to \$155,000 annually. The final salary will be based on relevant experience, qualifications, and internal compensation considerations.

CCSF offers a comprehensive benefits package that includes:

- Medical, dental, and vision insurance
- Retirement plan with up to 3% employer match
- Paid vacation or paid time off
- Paid sick leave and paid holidays
- Professional development support
- Hybrid Work environment with In-person expectations weekly

How to Apply

Please submit a resume and cover letter describing your interest in the position and the experience you would bring to CCSF by email to: jevins@cherrycreekschools.org. Candidates may redact information that identifies age, date of birth, or dates of attendance at or graduation from an educational institution.

The position will remain open until filled, although priority consideration will be given to applications received by November 16, 2026.

Finalists will be asked to provide professional references. References will not be contacted without advance notice to the candidate. All inquiries will be treated confidentially.

Candidates who require reasonable accommodations during the application or interview process may contact Jordan Evins at jevins@cherrycreekschools.org.

Equal Opportunity and Candidate Encouragement

CCSF values the experiences, perspectives, and contributions that come from a diverse community. We recognize that strong candidates bring different combinations of experiences and strengths. If you are energized by CCSF's mission and believe you can contribute meaningfully to this work, we encourage you to apply, even if you do not meet every preferred qualification.

The Cherry Creek Schools Foundation is an equal opportunity employer. All qualified applicants will receive consideration without regard to race, color, religion, creed, sex, pregnancy, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, genetic information, marital status, military or veteran status, or any other status protected by applicable law. Reasonable accommodations are available throughout the application and selection process.