



Inspire all students in the Ephrata Area School District to reach new heights with their achievement by leading the Ephrata Area Education Foundation.

Position: Executive Director Ephrata Area Education Foundation

Position is Half Time

Works with the Board of Directors to provide strategic oversight and operational support for the operations of the Ephrata Area Education Foundation, a 501 c3 non-profit organization. The mission of the Ephrata Area Education Foundation is a dedication to inspiring achievement, supporting innovation, and offering opportunities for all children in the Ephrata Area School District.

Position Highlights:

- Works directly with an engaged Board of Directors
- Evaluates and facilitates approval of funding for innovative education opportunities/projects for the students of Ephrata School District
- Serves as the primary face of the Foundation to the Ephrata community.
- Develops Strategic community partnerships and relationships to support the work of the Foundation
- Develops and implements annual fund-raising programs.
- Coordinates and promotes development and implementation of special events such as the Annual Gala, Mighty Mountaineer 5K, Backyard Throwdown, breakfasts, alumni tours, etc.
- Works closely with donors and alumni to increase participation and connection with Ephrata Area School District in a variety of media venues
- Identifies Grant opportunities and Planned Giving options
- Develops and maintains Foundation website and social media sites.
- Prepare and coordinate Foundation media releases.

Qualifications:

- Preferred Education:
 - Bachelor's Degree
- Minimum Experience:
 - 4 years leadership experience with nonprofit leadership
 - A proven track record of success may be accepted in lieu of years in leadership or a degree.
- Resident of Ephrata School District preferred

Interested Candidates should submit CV to: Phil Hess at thess@ptd.net

717.721.1598
803 OAK BOULEVARD | EPHRATA, PA 17522
EPHRATAEDUCATIONFOUNDATION.ORG
