



TALCOTT MOUNTAIN

SCIENCE CENTER • ACADEMY • RESEARCH INSTITUTE

The mission of Talcott Mountain Science Center, Academy, & Research Institute is: *"We are a pioneering STEM institution where education, research, and outreach inspire and empower advanced and curious learners."* Talcott Mountain Science Center & Academy is seeking an ambitious, strategic, and hands-on **Director of Development & Alumni**.

The **Director of Development & Alumni** serves as the institutional lead for all fundraising and outreach initiatives, driving the strategic plan to meet an annual goal of \$440,000+ while fostering a vibrant donor and alumni community. Across all departments, work at Talcott Mountain is defined by a commitment to innovation, mission-driven storytelling, and the cultivation of strong relationships. This is an end-to-end role designed for a versatile development professional who thrives on variety—equally energized by prospecting and securing gifts from high-wealth individuals, corporate decision-makers, and foundations as they are by managing the daily precision of database entry and gift processing. Key responsibilities include launching a strategic menu of major gifts, orchestrating the annual fund, leading impactful events such as the *Talcott Together* fundraising event, overseeing grant applications, and guiding alumni engagement strategies.

The successful candidate will possess exceptional interpersonal skills and a proven track record of closing individual and organizational gifts. Highly organized and proactive, the successful candidate will bring a blend of strategic vision, executive presence, and a willingness to handle foundational database management. Requirements for this position include a Bachelor's degree, a **minimum of five years of progressive fundraising experience** (preferably within an educational or non-profit environment), and direct, hands-on operational experience with Blackbaud's Raiser's Edge NXT. The successful candidate must possess a valid driver's license and access to reliable transportation for regional donor cultivation.

Talcott Mountain Science Center, Academy, & Research Institute adheres to the principle of equal employment opportunity (EEO), and encourages applicants from underrepresented groups, welcoming faculty and staff from all backgrounds and perspectives. We do not permit and will not tolerate discrimination in employment opportunities or practices on the basis of race, color, sex, religion, age, national origin, disability, veteran status, sexual orientation, gender identity or expression, marital status, ancestry or citizenship status, genetic information, pregnancy status, or any other characteristic protected by the law.

Talcott Mountain Science Center, Academy, & Research Institute's campus is located in Avon, CT, featuring a unique mountaintop environment. The compensation for this **full-time, salaried role is \$75,000 – \$95,000**, commensurate with qualifications and experience, **plus opportunities for performance-based bonuses**. This position offers a **flexible hybrid work schedule**. The complete position description may be viewed [here](#). Interested and qualified candidates are encouraged to submit via email a single PDF document containing a targeted cover letter and resume to **careers@tmsc.org**; cover letters should be addressed to the Executive Director. No phone calls please.

Job Type: Full-time, Salaried, Exempt, 12-Month (Hybrid)



324 Montevideo Rd.
Avon, CT 06001



@talcottscience
www.talcottscience.org



860.677.8571
860.677.0035