



**COTTER**  
SCHOOLS

# Vice President of Advancement

SEARCH PROSPECTUS



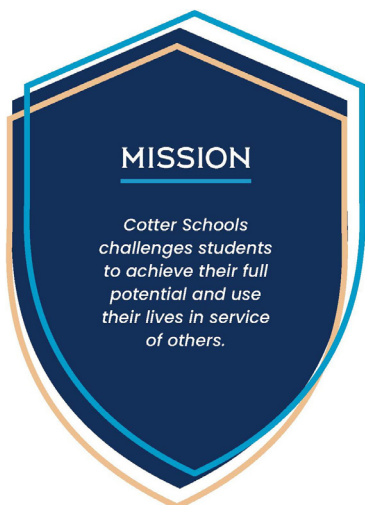
# COTTER SCHOOLS

WINONA, MINNESOTA

[www.cotterschools.org](http://www.cotterschools.org)

START DATE – SUMMER 2022

Partners in Mission School Leadership Search Solutions, LLC



## ABOUT THE SCHOOL

For over 110 years, Cotter Schools has provided students from Winona and across the globe, with a challenging, faith-based, liberal arts education grounded in Catholic faith and values. Cotter Schools is named after the first bishop of the Catholic Diocese of Winona, Minnesota, Bishop Joseph Bernard Cotter. In 1913, eleven young men comprised the first graduating class of students at Cotter.

Today, Cotter Schools serves over 900 students ages 16 months through grade 12 across four campuses located in Winona, MN. The main campus is located on the scenic former campus of the College of St. Teresa in the city of Winona, which is in the Mississippi River valley in southeastern Minnesota. This beautiful, 23-acre campus includes a unique combination of renovated, historic university buildings blended with recently constructed or renovated state-of-the-art academic, athletic, and residential facilities.

With the 2021-2022 school year, Cotter begins its 111th year. The high school opened its doors on September 5, 1911 as a Diocesan boys' school directed by the Lasallian Christian Brothers. In 1952, the Brothers handed the operation of the school over to the diocese, and Cotter became co-educational. In 1989, Cotter High School's governance structure was separated from the Diocese of Winona and reorganized as a private, independent, Catholic, co-educational high school.

## FAST FACTS



**10,000**

Annual Community  
Service Hours



**100+**

Local Organizations Served



**10%**

International Boarding Students

In 1998, Cotter Junior High School was established and grades 7 and 8 became part of Cotter Schools. Main Square Montessori opened its doors in fall 2019. In Summer 2020, grades 5 and 6 were welcomed to the Cotter family and campus. Beginning July 1, 2021, Cotter Schools encompasses all levels of Catholic education in Winona from pre-school through grade 12 and is home to students from the city of Winona, the surrounding region, and boarding students from several countries around the world.

In December, the school began work on a new kindergarten through grade six elementary school on the current site of Loretto Hall, Cotter's former residential center. The design will include the renovation of Loretto Hall with additional new construction, as well. The school will have the capacity for 600 students, additional classrooms for band, music, art, and STEM, as well as its own cafeteria, gym, library, and multiple outdoor play areas and green spaces.

It is an incredibly exciting time at Cotter Schools. Learn more about this blessed and thriving school community at [www.cotterschools.org](http://www.cotterschools.org).

### THE POSITION

The Vice President of Advancement will be responsible for building and leading the advancement team and for the development and strategic implementation of all aspects of fundraising including, but not limited to, capital campaigns, annual fund, alumni and community affairs, and communications. Reporting to the President, the Vice President of Advancement is a key member of the President's leadership team and ensures best practices are in place that effectively and efficiently advance the mission, values, and strategic goals of the school through the collaborative efforts of the department.

The Vice President of Advancement will play a critical role in stewarding the extraordinary philanthropic support the school has been blessed to receive in recent years. Over the past few decades, Cotter Schools has benefitted from the generous support of a group of dedicated families, resulting in over \$150 million to expand and enhance the school's mission. This position offers a very unique opportunity to serve in a beautiful Catholic community that has experienced unparalleled financial support.

With the support of the President, the Vice President of Advancement will implement a multi-level Advancement plan that will include alumni, corporate and business, foundation, endowment, special event, and direct engagement efforts. The Vice President of Advancement is responsible for strengthening and diversifying Cotter Schools' funding and will be further supported by the dedicated and gifted Board of Directors. Working with the President, the Vice President of Advancement will lead the team responsible for raising awareness, accessibility, and viability of Cotter Schools and the vital role the school plays in serving the ambitious students and families throughout the greater Winona region and beyond.



## FAST FACTS



# 11

AP and Honors Courses

## ACT®

# 25.1

Avg. ACT Composite Score

## SAT

# 1282

Avg. SAT Score

## THE OPPORTUNITY

Cotter Schools enjoys the benefit of exceptional philanthropic support for both facilities and financial assistance provided a few incredible families dedicated to the mission and success of the school. Their generosity has allowed students to enroll at significantly lower than market tuition and far from the actual cost of educating each student. Of note, approximately 25% of the student population of Winona chooses to attend the Cotter Schools. While Catholic schools across America would consider the transformational philanthropic support to be a blessing, and indeed this gift and blessing, the Cotter Schools leadership recognizes that the philanthropic support provided must be respected, managed well, and built upon by others to ensure the long-term future of the school.

This is a rare and incredible exciting opportunity to lead your own department as you build capacity across all advancement operations and initiatives. The Cotter Schools community stands ready for further engagement and assist in your efforts.

## THE CANDIDATE

Qualifications include an ability to develop an understanding and enthusiasm for the mission and programs of the school community and to be an extension of the office of the President and to represent the President's aims and objectives at all meetings and activities. Additionally, he or she must establish high standards for self and others, accept responsibility, be a self-starter with considerable personal initiative who can motivate others, has an ability to communicate in both the written and spoken word, gets along well with others, has a sense of appropriateness, and sense of timing.



## FAST FACTS



# 30

Extracurricular Activities



# 15

Sport Teams for Boys and Girls



# 9

Co-Op Sport Teams for  
Boys and Girls



It is possible that prospective candidates could have attained this experience through a variety of different career paths, including primary, secondary, or tertiary education; non-profits; or comparable work in the corporate or public sector. Regardless of career path, the Vice President of Advancement must have demonstrated proficiency and capacity in building and maintaining relationships that will ensure Cotter Schools continued accessibility, success, and sustainability through the effective stewardship of its parent, alumni, and other philanthropic constituencies.

## DESIRED QUALITIES AND CHARACTERISTICS

- Faith-filled and Christ-centered servant leader who embraces, models, and champions the traditions and values of Catholic education.
- Minimum of five years of executive-level experience in Advancement/ Development with staff management, annual fund, major gifts, planned giving, capital campaign, event planning, and marketing and public relations experience. Advanced degree is a plus.
- Executive presence to inspire confidence, passion, and persistence amongst all stakeholders in an ambitious, fast-paced, and results-oriented period of organizational change.
- Exceptional communication, interpersonal, and public speaking skills while serving as a highly visible member of the executive leadership team in building constructive relationships with all stakeholders that inspire crucial support across all school advancement initiatives.
- Demonstrated experience with goal setting at the school, department, and individual level; establishing measuring, monitoring, and reporting systems for the department and individuals; budget and fiscal management.

- Ability to design, implement, and manage effective cultivation, solicitation, and stewardship strategies at the individual, family, corporate, and foundation levels.
- Highest degree of integrity, authenticity, and transparency.
- Positive, energetic, accessible, and approachable style, with a willingness to relate to all constituents and stakeholders.
- Strong leadership and team building skills with expert knowledge of best practices in the day-to-day management of robust advancement processes and functions.
- Experience in being a part of strategic planning for an organization and implementing advancement initiatives in conjunction with established strategic plans.
- Skilled at identifying, attracting, developing, and retaining high-quality mission-driven advancement professionals and volunteers with a commitment and passion for achieving organizational goals.
- Competent computer skills with proven knowledge of Microsoft Office Suite, Raisers Edge, and related philanthropic software platforms.
- Fair, fun, and compassionate executive who embraces collaboration while leading with missionary zeal.

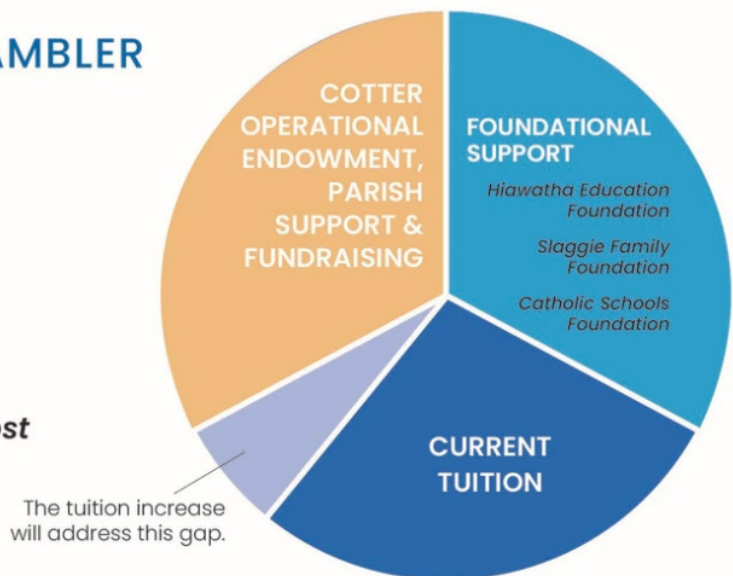
## THE COST TO EDUCATE A RAMBLER

**We TEACH, we SUPPORT, we CHALLENGE, and we GUIDE our students** using every experience as an opportunity for growth.

On average, a student's education at Cotter costs between \$10,000 –\$15,000.\*

**Families pay approximately 1/3 of the cost** to educate a student at Cotter.

*\*range is due to variable grade level costs*



According to the National Catholic Educational Association, on average tuition accounts for 60-80% of the Cost to Educate.

**At Cotter, on average tuition accounts for only 30-35% of the total cost to educate.**





## APPLICATION PROCEDURE

The school leadership team is on a fast-track to identify and secure its Vice President of Advancement. All inquiries and applications will be treated with the highest degree of confidentiality and with the greatest respect.

The successful candidate will be expected to assume the responsibilities of the position in Summer 2022 or sooner. Applications will be accepted through June 15, 2022.

To apply, please submit the following materials, confidentially and as separate PDF attachments in one email to Michael Furey. Please include Cotter Schools in the subject field.

- Letter of Interest that aligns your experiences and skill sets with the current needs of the school as you understand them.
- Current resume with all appropriate dates included.
- List of five references including names, phone numbers, and email addresses. No references will be contacted without your knowledge and approval.



### ***Assemble all of the application materials in one email to:***

Michael Furey, Partner  
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Partners in Mission School Leadership Search Solutions, LLC  
8 Nicklaus Way | Mashpee, MA 02649  
570-730-2655 (Cell) | 877-738-4810 (Office)  
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Partners in Mission School Leadership Search Solutions is the retained search division of Partners in Mission, the nation's leading full-service consulting firm focused exclusively on developing excellence in Catholic school advancement and leadership. As partners among ourselves and with our clients' missions, we value, understand, and embrace the importance of Catholic education in our personal and professional lives — and remain committed to ensuring its strength and vitality for years to come. Engaged by religious and school communities, boards and dioceses, our team of dedicated search consultants have identified and secured mission-driven professionals to serve in a myriad of diverse Catholic school and diocesan leadership positions from Massachusetts to Hawaii.

[WWW.PARTNERSINMISSIONSLSS.COM](http://WWW.PARTNERSINMISSIONSLSS.COM)

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