

CHIEF ADVANCEMENT OFFICER SEARCH

THE BROWNING SCHOOL

New York, New York

browning.edu

Start Date: July 2025



**Carney
Sandoe**
& ASSOCIATES

CARNEYSANDOE.COM

Mission Statement

The Browning School fosters growth of courageous and compassionate men of intellect and integrity who aspire to contribute meaningfully to our world.

At a Glance



Established
1888



Enrollment
429



Total faculty
70



Student-teacher ratio
6:1



Students of color
50%



Financial aid awarded
\$3.98M



Faculty with advanced degrees
90%

Faculty of color: 23%

Students receiving aid: 20%

Endowment: \$55M

Annual operating budget: \$21M

Clubs and organizations: 30+

Athletic Teams: 22



Overview

A K-12 boys' school on Manhattan's Upper East Side, The Browning School is a warm, supportive community that thinks deeply about how to educate boys to be, as their mission states, "courageous and compassionate men of intellect and integrity," to become men of character and purpose "who aspire to contribute meaningfully to our world." The school lives out its mission through four values:

HONESTY, We speak the truth, act with integrity, and take responsibility for our actions.

DIGNITY, We honor and celebrate the dignity of all people and support the power of a diverse, inclusive, and welcoming community.

CURIOSITY, We encourage and celebrate open-minded inquiry about our world and the perspectives of those around us.

PURPOSE, We believe that education encourages exploration and discovery in pursuit of meaning and enduring fulfillment.

Founded in 1888, the school has thrived under stable leadership. Head of School John Botti joined the Browning community in 2016 and is universally regarded for his intellect, inclusive leadership style, and commitment to research-based innovation in boys' education. Families and students appreciate the school's emphasis on being a nurturing environment that understands and appreciates boys. Browning's intentional approach to educating boys – as a boys' school "by choice, not by chance" -- helps ensure that the boys develop close relationships among themselves and with their teachers that form the foundation for engaged learning. Using target-focused teaching to promote deep learning through clear goals, feedback, and reflection, the school also explicitly teaches boys the skills required for good citizenship. They give considerable attention to what it means to educate boys in today's world, with curricular and community programming developed through the support of a grant from the E.E. Ford Foundation. Last year, the school's Modern Masculinities coursework was the subject of chapter in *BoyMom: Reimagining Boyhood in the Age of Impossible Masculinity* by Ruth Whippman.



These are exciting times at Browning. Currently, the school is developing a standalone building as a home for their Upper School. Located on East 64th Street, this approximately \$50 million project will open for students in the fall of 2025. Complete with state-of-the-art academic, athletic, and community spaces, the new facility will more than double Browning's current square footage. Among the many advantages the new space will offer is the opportunity to increase the student body by approximately 100 students by 2028. The additional space will also create a reimagined K-8 experience in the school's current building on 62nd Street, allow for more Middle School leadership opportunities and more community, athletic and classroom space for the boys. This reconfiguration will provide a school building for boys from childhood to early adolescence that in many ways mirrors those of most of Browning's peer schools, which end in Grade 8. These transformational efforts are made possible by the generosity of the Browning community via a significant capital campaign.

Now, Browning is seeking an experienced, enthusiastic, and thoughtful leader to serve as the school's next Chief Advancement Officer (CAO), assuming the role in July 2025. Reporting to John Botti, the Chief Advancement Officer leads all philanthropic activities, acts as a strategic thought partner to the Head of School and Board of Trustees, and collaborates with colleagues throughout the school community as a member of the school's senior administrative team. A successful Chief Advancement Officer will inspire and energize the community to further advance Browning's strategic goals while promoting the school as a leader in boys' education.

Opportunities and Challenges

Browning's next Chief Advancement Officer will join a school community proud of the innovative work they do on behalf of boys and devoted to the school. People love working at Browning and they love working for Head of School John Botti, who is in his ninth year leading the school. John is a deeply empathetic and ethical educator and leader who values human connection and inspires his colleagues to strive for excellence in service to the students and one another. He looks forward to partnering with the new CAO to advance Browning's future through philanthropy and commitment to its mission.



Browning parents gave to the annual fund last year at a rate of 94%, a percentage indicative of their appreciation for the school and what it provides for its students. The 2024 annual fund raised \$1.775 million. The school is currently engaged in a \$50 million comprehensive capital campaign due to conclude in June 2027. While the campaign includes support for annual giving, financial aid, faculty, and programs, funding the new Upper School building represents the campaign's most important priority. They have raised \$27 million, or slightly more than half the goal. The new CAO will be responsible for shepherding this campaign to a successful finish.

Fourteen percent of Browning alumni participated in annual giving last year, which suggests an opportunity to grow and strengthen alumni programming and giving. The new CAO will also want to continue to cultivate and support the engaged and loyal parent body, enhancing a program that honors Browning's community-wide commitment to inclusive practices.

The Chief Advancement Officer will serve as the leader of the Advancement Office, a dedicated group of individuals with varied lengths of tenure at the school. Currently, the office is a team of five (Senior Director of Major Gifts – currently serving as Acting CAO, Acting Associate Director of Advancement, Director of Advancement Services, Director of Alumni Affairs & Special Events, and an Advancement Associate). Browning's next Chief Advancement Officer will be charged with assessing that they are appropriately staffed, with a focus on the campaign's needs and priorities. They will also build morale and encourage cohesion and collaboration within the team as well as the greater school community, ensuring the connection of Browning's philanthropic efforts with its mission and values.

The priorities, challenges, and opportunities ahead for the Director of Development include:

- Partnering with the Head of School to advance Browning's mission via philanthropy;
- Shepherding the capital campaign to successful completion by June 2027;
- Providing leadership to the Advancement Office by building the team and supporting individual's professional growth and setting clear expectations in a supportive environment;
- Developing meaningful and authentic relationships throughout the Browning community;
- Participating in the School's senior administrative team;
- Collaborating closely with administrative colleagues and developing a strong and productive partnership with the Admission, Communication, and Enrollment (ACE) team;
- Staying apprised of and incorporating emergent best practices in philanthropy;
- Contributing to Browning's commitment to institutional equity via the implementation of inclusive fundraising practices.



Responsibilities

In addition to embracing The Browning School mission, supporting its Head of School and leadership, and representing the school at professional and public forums, the CAO will have the following primary responsibilities:

- Provide strategic and collaborative partnership to the Head of School, Senior Leadership Team, and Board of Trustees (including as chief staff liaison to the Advancement and Governance Committees).
- Authentically embrace and participate in The Browning School and greater New York independent school communities.
- Embrace and oversee the Advancement Team model and effectively manage the Advancement Office staff, assessing strengths and supporting professional development opportunities.
- Establish advancement goals, actions steps, and accountabilities that support the school's strategic priorities.
- Ensure collegial and trusting relationships and connections with colleagues across the school, and especially with Advancement Office staff, the Communications and Admission Offices, and the Parents Association.
- Work closely with the CFO to ensure accurate projections, reporting, systems coordination, and gift tracking.
- Provide leadership for the school's ongoing \$50 million capital campaign scheduled for completion in June 2027.



- Provide leadership in strengthening the school’s alumni programming and giving.
- Manage a portfolio of major gift prospects.
- Pursue professional development opportunities for the Advancement Team to ensure that current best practices are learned and utilized.
- Partner with (and mentor, where appropriate) key Board members on major gift solicitations.

Qualifications and Personal Attributes

- Inspiring leader, natural connector, and supportive and strategic manager;
- Tenacious goal-orientation mixed with a collaborative, wise, and creative spirit;
- Capital campaign experience;
- Deep listener and compelling storyteller;
- Strong financial and systems acumen;
- Team-developer and relationship-builder with high emotional intelligence;
- Strategic thinker who identifies, pursues, and implements growth opportunities on behalf of the school;
- Commitment to building community, promoting equitable and inclusive practices in philanthropy, and living the school’s mission;
- Capacity and willingness to build trust with colleagues, creating open dialogues and high morale within and beyond the Advancement Team;
- Sophisticated communication skills, both oral and written, and the capacity to tailor messaging to the needs and interests of all audiences;
- Ability to disseminate financial and other reports accurately and transparently.

Learn More

Click on the links below to learn more about The Browning School.

[School Website](#)

[College Matriculation](#)

[Virtual Tour](#)

[About New York, New York](#)

[Equitable Practices and Social Impact](#)



To Apply

Interested and qualified candidates are invited to contact the consultants in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this particular position;
- A current résumé;
- A list of five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

Sara Shulman

Practice Leader – Development and Finance/
Senior Consultant
sara.shulman@carneysandoe.com

Susanna Jones

Senior Consultant
susanna.jones@carneysandoe.com

The full-time equivalent salary range for this position is \$300,000-\$350,000. The starting salary is based upon, but not limited to, several factors that include years of experience, education level, and expertise.