



The mission of Talcott Mountain Science Center & Academy is *inspiring today's children to invent tomorrow*. TMSCA is seeking an enthusiastic, experienced Development Officer to serve as a key teammate in the Organization's fundraising efforts.

The Development Officer will contribute to all aspects of Talcott Mountain Science Center & Academy's fundraising programs. In particular, the Development Officer is responsible for overseeing and ensuring success of a robust annual fund campaign, garnering support from all constituencies within the organization. This role is also public-facing, representing TMSCA to the greater philanthropic community. The Development Officer collaborates with colleagues throughout the organization to encourage a culture of philanthropy and ensure thoughtful, strategic efforts are made in all fundraising endeavors. This role is part-time (30 hours per week) and allows for a hybrid work environment (the split between remote and in-person work will vary according to organizational needs).

The successful candidate will possess a proven track record of successful fundraising, with a minimum of 5 years of comprehensive fundraising experience in a non-profit organization, preferably within an educational or youth-focused organization. Excellent interpersonal and relationship-building skills with a broad range of constituencies are critical to success in this role, as are highly developed communication skills, attention to detail, and a passion for supporting both formal and informal STEM learning opportunities for school-aged children. The successful candidate must possess a valid driver's license, have access to reliable transportation, and successfully complete a background check.

Talcott Mountain Science Center & Academy is an equal opportunity employer 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's campus is located in Avon, CT with beautiful mountaintop views of the surrounding area. Salary is commensurate with qualifications. Please email a single PDF document containing a cover letter, resume and three reference contacts to [careers@tmsc.org](mailto:careers@tmsc.org). The subject line of the email should be "Development Officer." No phone calls please.

Job Type: Part-time; Hybrid; 12-month; Exempt