

(This search was completed in March, 2002 with the appointment of Ralph Coppola, Chief Educator and Assistant Director for Education and Training of the GLOBE Program.)

Job Announcement
Space Day Foundation
Executive Director
(Posted: November 26, 2001)

The Space Day Foundation is looking for an outstanding person with strong leadership and fundraising skills to become its first Executive Director. The Foundation invites applications from and nominations of candidates with the skills, characteristics, and experience described below. Applications will be accepted until the position is filled.

The Organization and the Event

The Space Day Foundation is a new nonprofit organization based in Washington, DC, whose mission is to support Space Day, an award-winning global educational program that demonstrates that teaching related to space exploration is an effective way to engage children in math, science, and technology. The new Foundation will support and expand Space Day by broadening the funding base of this educational program, which was initiated in 1997. In particular, the Foundation will bring together a diverse array of organizations that can provide financial support or implement programs to motivate students to pursue careers requiring expertise in math, science, and technology.

Held on the first Thursday in May, Space Day involves students around the world in a variety of educational activities such as Design Challenges, where students work online and in teams to invent things that will make it easier for astronauts to live and work on Mars; and Student Signatures in Space, which allows students' signatures to be flown in Space. There are literally thousands of local Space Day programs that occur in conjunction with museums, schools, science centers, and planetariums.

Space Day is carried out by a wide range of public and private Partner organizations interested in math and science education, including the National Aeronautics and Space Administration, the National Science Foundation, the National Science Teachers Association, the Challenger Center for Space Science Education, the Smithsonian's National Air and Space Museum, and the Canadian Space Agency. The activities carried out by these and many other Partners (which now number more than 70 organizations), are coordinated and supervised by Devillier Communications, Inc., a Washington, DC-based communications and public relations firm.

Until now, Space Day has been financed by the Lockheed Martin Corporation with in-kind support from its Partner organizations. To enable Space Day to expand, the Foundation will raise funds from other corporations dedicated to education, including other aerospace firms, as well as from government agencies, foundations, and individuals. Lockheed Martin will continue to support Space Day, but is eager for other companies and organizations help expand the scope and reach of this important educational program.

Space Day is led by a Council of Advisors co-chaired by U.S. Senator John Glenn and Vance Coffman, chairman and CEO of Lockheed Martin. The Foundation will have its own Board of Directors. The Board Chairperson will be Raymond “Buzz” Bartlett, Director of Corporate Affairs at Lockheed Martin. Linda Devillier, head of Devillier Communications, will serve as President. The Executive Director will report to Ms. Devillier.

More information about Space Day is available at <http://www.SpaceDay.com>.

The Position

The Executive Director is Space Day Foundation’s senior staff person. The Foundation initially will have a staff of three—the Executive Director, a senior program director, and an administrative assistant—but staffing these other two positions will wait until the new Executive Director is on board.

The overarching responsibility of the new Executive Director is to raise money. In addition, the Executive Director will be responsible for the Foundation’s research and education programs as well as internal operations.

Within these key responsibilities, the Executive Director, will be expected to:

1. Identify and cultivate potential donors, focusing initially on aerospace companies and relevant federal agencies, and eventually on other corporations as well as grant-making foundations and individuals both in the United States and abroad.
2. Ask for and obtain financial support from these potential donors.
3. Serve as a dynamic national spokesperson on issues to be addressed by the Foundation.
4. Identify new programs that meet Space Day’s educational objectives and have the potential to attract funding.
5. Work effectively with the Board of Directors and Council of Advisors, both of which are composed of prominent individuals committed to Space Day’s mission.
6. Develop effective collaborative working relationships with Space Day’s Partners.
7. Hire and supervise Foundation staff.

Desired Skills and Characteristics

The Executive Director of the Space Day Foundation should be:

1. Fully committed to Space Day's overriding mission of motivating children to study math, science, and technology, and interested in space travel and exploration.
2. An energetic and fearless fundraiser, adept at soliciting major grants from corporations, government agencies, foundations, and individuals.
3. A polished and engaging communicator, able to speak and write effectively before a wide range of audiences including business leaders, government officials, educators, and children.
4. A self-starter, able to work effectively in a small, start-up organization.
5. Results-oriented, including developing systems to document and quantify the results of Space Day's educational activities.
6. A consensus-builder, capable of working cooperatively and collaboratively with Space Day Partners, members of the Board of Directors and Council of Advisors, and staff of Devillier Communications.
7. Capable of traveling throughout the country to meet potential donors and to represent the Foundation at key events.

Desired Experience

1. At least ten years of senior management experience that includes significant accomplishments in fundraising, including raising money from corporate foundations and government agencies.
2. Experience with start-up organizations.
3. Experience in nonprofit management, including experience working with a board of directors.
4. Experience in aerospace or in science and math education is extremely helpful, but is not required.

Compensation

Salary will be commensurate with experience and qualifications. Compensation also includes a comprehensive benefits package that the board is in the process of creating.

To Apply

Please **e-mail** (or mail) a cover letter, resume, email address, and three-year salary history (which will be held in strict confidence) to:

Larry H. Slesinger
Slesinger Management Services
5016 Westpath Terrace
Bethesda, MD 20816

Tel.: 301-320-0680

E-mail: *Larry@SlesingerManagement.com* (please attach files in MS Word only)

(This job announcement can also be found at *<http://www.SlesingerManagement.com>*.)

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