



The official foundation for Tacoma Public Schools

Job Description

Position Title: Account Executive

Location: Tacoma, WA, in-person

Reports to: CEO

Pay Range: \$90,000-\$110,000

About Tacoma Education Dream Fund

The Tacoma Education Dream Fund (TEDF) is a rapidly growing nonprofit organization dedicated to expanding opportunities for students through financial support of Tacoma Public Schools programs, initiatives, and community partnerships. TEDF works to connect businesses, organizations, philanthropists, and community members with meaningful investments that directly impact students across Tacoma.

As TEDF expands its community impact, the organization is focused on building strategic partnerships with businesses and organizations throughout the region that support Tacoma students and schools.

Position Summary

The Account Executive is a high-impact revenue generation role focused on securing corporate partnerships, sponsorships, advertising opportunities, and other revenue-generating brand collaborations connected to Tacoma Public Schools and Tacoma Education Dream Fund initiatives.

This is a true hunter/closer position responsible for identifying prospects, building relationships with decision-makers, developing customized marketing and sponsorship opportunities, and closing partnership agreements that generate sustainable revenue for TEDF programs and initiatives.

The ideal candidate is entrepreneurial, relationship-driven, highly motivated by goals, and comfortable engaging senior business leaders across a wide range of industries. This role requires strong consultative sales skills, confidence in networking environments, and the ability to align community impact with business marketing, visibility, workforce development, and brand engagement goals.

This position plays a direct role in generating sustainable revenue that expands opportunities for Tacoma students and schools.



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Work Structure

- Fully in-person role based in Tacoma, Washington
- Initial onboarding period includes heavy in-office and district presence for training, relationship introductions, and program immersion
- Position requires regular in-person meetings, networking, and community engagement throughout the Tacoma region
- Frequent local travel for client meetings, partnership development, and community events is expected
- Regular collaboration with Tacoma Education Dream Fund and Tacoma Public Schools staff in office and on-site settings
- Some evening and community event attendance is expected

Key Responsibilities

Business Development & Revenue Generation

- Identify, develop, and secure new corporate partnerships, sponsorships, advertising relationships, and other revenue-generating opportunities connected to Tacoma Public Schools and TEDF initiatives
- Build and maintain a strong sales pipeline through cold outreach, referrals, networking, events, and strategic relationship development
- Conduct discovery meetings to understand prospective partner marketing, branding, recruitment, and community engagement goals
- Develop and present customized partnership opportunities aligned with partner objectives and TEDF priorities
- Lead negotiations, pricing discussions, contract execution, and renewal conversations
- Generate new business through proactive prospecting and relationship-based sales strategies
- Consistently meet or exceed annual revenue and activity goals

Relationship Management

- Build long-term relationships with business owners, executives, community leaders, and corporate decision-makers
- Serve as a visible ambassador for TEDF within the Tacoma business community



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- Coordinate with district leadership and TEDF staff to align partnership opportunities with organizational priorities
- Support smooth onboarding and fulfillment of partnership agreements after close
- Transition closed accounts to the Director of Engagement while maintaining positive relationships with partners throughout implementation and renewal cycles

Strategy & Operations

- Maintain accurate CRM records, forecasting, pipeline tracking, and activity reporting
- Collaborate with TEDF leadership to refine partnership inventory, sales materials, and revenue strategies
- Monitor local market trends and competitive partnership activity
- Represent TEDF at community events, chamber functions, school district events, and networking opportunities

Qualifications

Required Qualifications

- 3+ years of experience in outside sales, business development, territory sales, sponsorship sales, advertising sales, fundraising, media sales, or corporate partnerships
- Demonstrated success generating net new business and closing revenue-generating agreements
- Strong presentation, negotiation, and consultative sales skills
- Comfortable with proactive outreach including cold calling and in-person prospecting
- Ability to manage multiple prospects and priorities in a fast-paced environment
- Experience using CRM systems and sales tracking tools
- Strong organizational and communication skills
- Self-motivated with the ability to work independently and manage time effectively
- Valid driver's license and ability to travel locally

Preferred Qualifications

- Existing relationships within the Tacoma or Puget Sound business community
- Passion for education, youth development, and community impact
- Experience working with executive-level stakeholders and community leaders



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Compensation and Benefits

Compensation package includes:

- Competitive base salary of \$90,000-\$110,000
- Performance-based bonus opportunities
- \$750 monthly health insurance stipend
- 10 days PTO
- 3% retirement contribution
- 14 paid holidays

To Apply

This is an excellent opportunity for a sales professional who enjoys autonomy, accountability, and the ability to directly influence earnings through performance. If you are ready to take ownership of your territory and build a lasting client portfolio that benefits Tacoma students, we encourage you to apply.

To apply email resume and cover letter to info@tacomaeducationdreamfund.org

Equal Employment Opportunity Statement

The Tacoma Education Dream Fund is an Equal Opportunity Employer committed to building a diverse, inclusive, and welcoming workplace. We do not discriminate on the basis of race, color, creed, religion, sex, gender identity or expression, sexual orientation, national origin, age, marital status, veteran status, disability, genetic information, or any other protected status under applicable federal, state, or local laws.

We value diverse experiences, perspectives, and backgrounds, and we encourage candidates from all communities to apply. Tacoma Education Dream Fund is committed to providing reasonable accommodation throughout the hiring process and during employment in accordance with applicable laws.