

## **Clemson University**

**Location** Clemson University

**Full/Part Time** Full-Time

**Regular/Temporary** Regular

### **JOB SUMMARY:**

Serves as Director of Development and Unit Leader within Development and Alumni Relations (DAR) and the College of Education. Provides strategy, leadership, direction, coordination and management of all levels of giving for the College. Develops, in collaboration with the Dean, priorities and philanthropic strategy in accordance with the ClemsonForward strategic plan, implement the plans, and inspire stakeholders' support of these priorities to fulfill the college's mission and implement its programs and initiatives. Communicates, collaborates and coordinates between the College and DAR, as well as creating productive partnerships with other college and unit fundraising programs.

### **JOB DUTIES:**

50% - Essential - Fundraising: Manages a dynamic pool of up to 150 major gift prospects who have the capacity to make gifts in the \$25,000 to \$1M+ range. Identifies, cultivates, solicits, and stewards gifts from the College of Education alumni and friends through 15-17 visits each month. Raises a minimum of \$1M annually. Coordinates cultivation and stewardship activities and events for assigned donors and the College.

35% - Essential - College Leadership and Engagement: Establishes a strong partnership with the Dean and academic leaders within the College. Develops in collaboration with the Dean to establish priorities and philanthropic strategy in accordance with the ClemsonForward strategic plan and the College's mission. Engages actively with the Dean and academic leaders in the cultivation and stewardship efforts of top donors and prospects. Serves as the primary liaison and mission critical link between the Development and Alumni Relations division and the College of Education.

15% - Essential - Strategic Collaboration and Facilitation: Utilizes relationships with the Dean and key academic leaders to advance the philanthropic strategies and priorities of the College and exceed the annual fundraising goals for the College. Facilitates collaboration with team members across the DAR Division, including Principal gifts, Planned Giving, Corporate and Foundation Relations, Annual Giving, Alumni Relations, and others who are essential to the College's fundraising efforts. Participates in the University Development Team's Unit Lead cohort.

### **MINIMUM REQUIREMENTS:**

Bachelor's Degree - exp in fundraising and development.

### **RESPONSIBILITIES:**

#### **JOB KNOWLEDGE**

Firm Job Knowledge - Firm working knowledge of concepts, practices and procedures and ability to use

in varied situations

**SUPERVISORY RESPONSIBILITIES**

No Supervisory Duties - Not responsible for supervising employees.

**BUDGETARY RESPONSIBILITIES**

Monitors Budget - Does not provide input but is responsible for monitoring the departmental budget and may oversee fund allocation.

**ADDITIONAL COMMENTS:**

Click [here](#) for additional information about this exciting opportunity!

**WORK SCHEDULE:**

Standard Hrs: 37.5; Salary is commensurate with credentials and experience.

**HOW TO APPLY:**

For full consideration, please submit a cover letter, resume, and the contact information for three references by July 31, 2019. However, the position shall remain open until a suitable candidate is identified.

**JOB LOCATION:**

Clemson, SC

**CLOSING STATEMENT:**

Clemson University is an AA/EEO employer and does not discriminate against any person or group on the basis of age, color, disability, gender, pregnancy, national origin, race, religion, sexual orientation, veteran status or genetic information. Clemson University is building a culturally diverse faculty and staff committed to working in a multicultural environment and encourages applications from minorities and women.

Apply Here: <http://www.Click2Apply.net/r97bzctb382y39p6>

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