

Mesa State College
ANNOUNCEMENT OF POSITION VACANCY
Director of Development

RESPONSIBILITIES: Serves as the chief development officer for Mesa State College. Reporting to the President, the Director of Development provides leadership in planning, development and administration of the College's advancement activities. Works collaboratively with the President, Trustees, administrators, and volunteers in establishing strong relationships with all College constituents and local communities. Develops and implements strategies to ensure the successful identification, cultivation, solicitation, and stewardship of donors with the potential to make substantial monetary gifts. Maintains and expands the College's donor base through ongoing research, cultivation, and solicitation of donors; accountable for meeting fund-raising goals. Manages office budget. Supervises the directors of marketing/publications, media relations and alumni relations, as well as support staff and student employees.

EDUCATION & EXPERIENCE: Bachelor's degree from an accredited college or university (master's degree preferred) and preferred five years of development experience with demonstrated success in the creation and implementation of development strategies, fundraising campaigns, and fundraising activities. The ideal candidate will possess the following:

- Exceptional communication skills, strategic thinking, and experience in gift negotiation and solicitation;
- Sensitivity to long-term relationship building and stewardship with donors and potential donors
- Desire to apply fundraising techniques with imagination and an entrepreneurial spirit;
- Ability to advocate for public higher education and Mesa State College, in particular; and
- A high standard of professional integrity.

Knowledge of office and productivity software required. Travel and some weekend and evening work is required; experience in higher education fundraising is highly desired.

TYPE OF APPOINTMENT: Full-time administrative appointment.

SALARY: Commensurate with education and experience. Excellent health and retirement benefits package.

APPLICATION DEADLINE: Open until filled. To ensure consideration, apply by November 30, 2009.

APPLICATION: Submit a cover letter describing qualifications and experience as they relate to the specific requirements and responsibilities of this position, current resume, a

copy of transcripts for all degrees completed (official transcripts will be required upon hire), voluntary affirmative action form (available at <http://www.mesastate.edu/hr/documents/Form-Affirmativeaction.pdf>) and the names, phone numbers and e-mail addresses of three professional references to:

Director of Development Search Committee
Human Resources, LHH 237
Mesa State College
1100 North Avenue
Grand Junction, Colorado 81501-3122
Phone: 970 248-1820

Mesa State College is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final applicants being considered for employment. Background investigations include reference checks, a criminal history record check, and when appropriate, a financial and/or motor vehicle history. Mesa State College is an Affirmative Action/Equal Opportunity Employer, committed to a culturally diverse faculty, staff and student body.

Pos#024

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