

Director of Development, Leadership Giving (0462U),  
Athletics - 4855  
University of California Berkeley

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<b>Job Title</b>	Director of Development, Leadership Giving (0462U), Athletics - 4855
<b>Department</b>	
<b>Institution</b>	University of California Berkeley Berkeley, California
<b>Date Posted</b>	Jan. 14, 2020
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Director/Manager
<b>Academic Field(s)</b>	Development/Institutional Advancement
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**Job Description**

Director of Development, Leadership Giving (0462U), Athletics - 4855  
About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its

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founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [\[url=https://apptrkr.com/get\\_redirect.php?id=1769306&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/\]](https://apptrkr.com/get_redirect.php?id=1769306&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/)Guiding Values and Principles, our [\[url=https://apptrkr.com/get\\_redirect.php?id=1769306&targetURL=https://diversity.berkeley.edu/principles-community\]](https://apptrkr.com/get_redirect.php?id=1769306&targetURL=https://diversity.berkeley.edu/principles-community)Principles of Community, and [\[url=https://apptrkr.com/get\\_redirect.php?id=1769306&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/\]](https://apptrkr.com/get_redirect.php?id=1769306&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/)our Strategic Plan.

#### Departmental Overview

The Department of Intercollegiate Athletics consists of more than 275 staff members and coaches and sponsors 30 varsity sports programs. These 30 programs include more than 850 student-athletes who participate in the various sports programs annually within the National Collegiate Athletics Association (NCAA). We are currently seeking a Director of Development, Leadership Giving.

#### Responsibilities

This position is responsible for helping to meet the fundraising objectives of the Department of Intercollegiate Athletics and ensuring that predetermined fundraising goals with regard to major gifts are met. Under the supervision of the Associate Athletics Director, Development this position is responsible for the identification, cultivation, solicitation, and stewardship of major gift-level prospective donors.

The Director of Development, Leadership Giving has responsibility for developing and managing the Athletic Department's relationships with its valued supporters and must ensure these relationships are nurtured and maintained for the benefit of the department over time. The employee will be assigned a specific portfolio based on department objectives and made up of donors and prospects that have the potential to give at the major gift level.

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- \* Identify and manage a portfolio of at least 100 major gift prospects, focusing on prospects rated at \$100,000 and above.
- \* Cultivate, solicit and steward major gift prospects and donors.
- \* Identify and evaluate potential donors; design and implement prospect cultivation and solicitation strategies.
- \* Ensure that predetermined fundraising goals and metrics met.
- \* Apply knowledge and understanding of the University of California, Berkeley and Intercollegiate Athletics, its traditions, programs, campus issues, needs, and priorities to the development process. Persuasively discuss athletic programs, needs and priorities with prospective donors and volunteers.
- \* Draft/write proposals for solicitation of individual, corporate, and/or foundation prospects.
- \* Independently manage collaborative working relationships with fundraising colleagues in University Development and Alumni Relations and campus schools and units to develop strategies for joint solicitation and to negotiate differences.
- \* Assist with the structuring and development of Intercollegiate Athletics fundraising efforts, including the development of new fundraising strategies, new ways to structure gifts and new fundraising marketing materials.
- \* Facilitate communication between administrators, coaches, donors, prospects and volunteers, as appropriate.
- \* May attend functions, meetings and serve on internal/external committees as a representative of the campus.

#### Required Qualifications

- \* Bachelor's Degree or equivalent training/experience.
- \* Advanced knowledge and experience identifying, cultivating, directly soliciting and closing major gifts in a University setting.
- \* Excellent written and interpersonal communication skills to establish and maintain good working relationships throughout the campus and with external constituencies.
- \* Skill to meet or exceed fundraising goals and objectives.
- \* Ability to oversee multiple projects and quickly discern complex and competing interests.
- \* Ability to work across multiple databases and CRM systems.
- \* Ability to travel and attend weekend and evening events.
- \* Skill to maintain confidentiality.

#### Preferred Qualifications

- \* Understanding of the unique nature of athletics fund raising.
- \* Working knowledge of the institution, its mission, vision, goals, achievements, policies, and



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infrastructure preferred.

\* Understanding of tax guidelines governing charitable giving.

\* Knowledge and understanding of applicable NCAA and Pac-12 Conference rules and regulations

### Salary & Benefits

For information on the comprehensive benefits package offered by the University visit:

[url=https://apptrkr.com/get\_redirect.php?id=1769306&targetURL=http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html]http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html

### How to Apply

Please submit your cover letter and resume as a single attachment when applying.

### Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

### Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see:

[url=https://apptrkr.com/get\_redirect.php?id=1769306&targetURL=http://www.eeoc.gov/employers/upload/pos

For the complete University of California nondiscrimination and affirmative action policy see:

[url=https://apptrkr.com/get\_redirect.php?id=1769306&targetURL=http://policy.ucop.edu/doc/4000376/Nondis

To apply, visit

[url=https://apptrkr.com/1769306]https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/H



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### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**

N/A

University of California Berkeley

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