

Senior Director of Advancement - College of Business
(4029)
Northern Illinois University

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Posted Mar. 23, 2021, set to expire Jul. 23, 2021

Job Title	Senior Director of Advancement - College of Business (4029)
Department	Gift Planning
Institution	Northern Illinois University DeKalb, Illinois
Date Posted	Mar. 23, 2021
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager Senior Executive Officer
Academic Field(s)	Development/Institutional Advancement
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Job Description

Primary Function

This is a fundraiser position that works within the Gift Planning Team to identify, cultivate, solicit, and steward a portfolio of individual major gift prospects. The primary responsibility is to obtain private major and planned gifts at the highest level. This individual also supports the priorities identified by the university. While the highest priority is to generate charitable gift revenue, this position will focus on securing major gifts of \$25,000 or more.

Duties and Responsibilities (generally)

This fundraiser position reports to the Executive Director of College-Based Advancement. This position works within the Gift Planning Team to identify, cultivate, solicit, and steward a portfolio of individual major gift prospects. The Senior Director is him/herself an active fundraiser, and in close collaboration with the Dean and Executive Director of College Based Advancement, manages a portfolio of major gift

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prospects (prospects with the capacity to make gifts of \$25,000 or greater), and plays an important role in high level strategy and fundraising support to academic leadership, especially in campaigns. The primary responsibility is to obtain private major and planned gifts at the highest level. This individual also supports the priorities identified by the university. While the highest priority is to generate charitable gift revenue, this position will focus on securing major gifts of \$25,000 or more. In support of university priorities, the Senior Director may have a blended portfolio if deemed appropriate by the Executive Director.

Minimum Required Qualifications for this position

1. Bachelor's degree.
2. Five (5) years of experience with successful major gift solicitation.
3. Four (4) years of professional experience in a collegiate environment.
4. Four (4) years of experience in development and alumni relations fields.
5. A resume and cover letter that speaks to familiarity with the "moves management" approach to major gift fundraising, noting at least five (5) years of experience in major gift fundraising.
6. Four (4) years of experience working within a matrixed organizational structure where performance responsibilities are evaluated in different divisions.
7. Three (3) years of management experience.

Contact Information

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

Contact