

Director Major Gifts (0462U), Haas School of Business -
39437
University of California, Berkeley

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Posted Jul. 20, 2022, set to expire Nov. 15, 2022

Job Title	Director Major Gifts (0462U), Haas School of Business - 39437
Department	
Institution	University of California, Berkeley Berkeley, California
Date Posted	Jul. 20, 2022
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Development/Institutional Advancement
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Job Description

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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 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,

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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 Guiding Values and Principles, our Principles of Community, and our Strategic Plan. Departmental Overview UC Berkeley's Haas School of Business offers a unique opportunity to champion new ideas, collaborate across boundaries, and continually learn in a workplace committed to increasing diversity and creating a welcoming environment for all. Our distinctive culture is captured within our four Defining Leadership Principles: Question the Status Quo, Confidence Without Attitude, Students Always, and Beyond Yourself. These principles distinguish Berkeley Haas as a unique environment, conducive to teamwork, collaboration, and career growth. For more information about the Haas School of Business visit: <https://haas.berkeley.edu/about/TheDevelopmentandAlumniRelations> team at Berkeley Haas engages and cultivates alumni, parents, friends, corporations, and foundations to advance the vision and mission of the school, inviting these key constituencies to provide volunteer leadership and make philanthropic investments in support of the school's students, faculty and programs. The Development team of major gift and annual gift officers cultivates prospective donors, both nationally and internationally, to inspire transformational gifts in support of Berkeley Haas and provides staff support for high-level volunteer groups, such as the Berkeley Haas Advisory Board. With 42,000 living alumni, the Alumni Relations team develops and builds greater awareness for career services, lifelong learning, and networking resources to support the engagement, learning, and connectedness of Berkeley Haas alumni. The Haas Development and Alumni Relations team embraces flexible working arrangements for its employees. Exact arrangements are determined in partnership with your supervisor to meet role responsibilities and department needs, and are subject to change. This role is eligible for a hybrid work plan. Application Review Date The First Review Date for this job is: 08/01/2022. Responsibilities May serve as an expert or lead development professional in a specific academic discipline. Serves as the fundraising representative for select Centers or Institutes, as well as select campaign initiatives and fundraising priorities, within the Haas School of Business. Manage a portfolio of 100 - 150 major gifts or corporate/foundation relations prospects, with the capacity to give between \$100,000 and \$5,000,000.

Results have a major impact on the overall goals of the program.

Make at least 10 - 15 substantive contacts per month (e.g., significant moves that advance a relationship).

Qualify major gift prospects and solicit gifts directly.

Looks for opportunities to work with major gift prospects that will enhance diversity, equity, inclusion and belonging efforts.

Ensure that predetermined fundraising goals are met and raise at least \$1M annually.

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Identifies, cultivates, solicits and/or stewards major gift prospects and donors.

Oversees all major gift prospects within predetermined diverse geographic regions. Organizes and manages fundraising visits with senior leadership.

Develops briefings, plans, and strategies for soliciting major donor prospects.

Personally, solicits donors for gifts of \$100,000 and above.

May travel to and throughout an assigned region, such as New York, the Greater Los Angeles area, or the San Francisco Bay Area.

Writes proposals for solicitation of individual, corporate, and/or foundation prospects.

Creates and presents proposals for gifts of \$100,000 and above in compliance with campus policies and gift guidelines.

May attend functions, meetings and serve on internal / external committees as a representative of the location.

Attends fundraising and networking events for the Haas School of Business, including all signature events.

Professional Learning and Growth

Embraces the principle of being a "student always" by engaging in opportunities for training, workshops, seminars, continuing education pertinent to the position, or at the suggestion of the supervisor.

Actively contributes to a team environment that fosters and promotes a culture of diversity, equity, inclusion, and belonging (DEIB) within the unit and at Haas.

Engages in ongoing education to promote diversity, equity, inclusion & belonging by completing University sponsored certifications & training sessions (Ie: MEP Workshop, Implicit Bias Certification, LinkedIn Learning workshops, and other workshops & seminars offered by the University or Haas, as they are made available) or by engaging in external seminars & resources related to DEIB.

Exemplifies Haas' four Defining Leadership Principles: (1) Question the status quo; (2) Confidence without attitude; (3) Students always; and (4) Beyond yourself.

Required Qualifications

Demonstrates advance knowledge of all aspects of fundraising, donor relations, and public relations

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concepts, principles, procedures, and techniques.

Solid knowledge or understanding of applicable laws, rules, regulations, policies, etc as it pertains to fundraising and solicitation.

Excellent written, oral and interpersonal communication skills and demonstrates the understanding of maintaining political acumen.

Demonstrates a desire to promote diversity, equity, inclusion and belonging, to establish and maintain positive working relationships throughout the organization and with outside constituencies.

Demonstrates expert level skills in making persuasive and compelling presentations of goals and objectives for a location in order to secure gifts.

Effectively maintains organizational skills by demonstrating program/project planning & management skills to continuously and consistently meet or exceed predetermined fundraising goals and objectives.

Demonstrates excellent analytical & critical thinking, skills that lead to effective decision making and problem recognition/avoidance/resolution.

Proven experience identifying, cultivating and soliciting major gifts of \$100,000+.

Demonstrates a high caliber of finesse in maintaining confidentiality.

Excellent interpersonal skills, demonstrating a desire to promote diversity, equity, inclusion and belonging to establish and maintain positive & professional working relationships with colleagues, students and team members.

Exemplifies Haas' four Defining Leadership Principles: (1) Question the status quo; (2) Confidence without attitude; (3) Students always; and (4) Beyond yourself.

Demonstrates an understanding of and commitment to diversity, equity, inclusion, and belonging in a business, organization or public university setting.

Education/Training:

Bachelor's degree in related area and/or equivalent experience/training.

Preferred Qualifications

Certified Fundraising Executive (CFRE).

Experience in fundraising for academia or higher education.

Knowledge or understanding of UC Berkeley's fundraising policies and guidelines.

Demonstrates an understanding of UC Berkeley and the Haas School of Business, including its vision, mission, goals, objectives, achievements and infrastructure.

Demonstrates an understanding of the relevant issues that affect UC Berkeley, the Haas School of Business and higher education, as it pertains to fundraising.



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Salary & Benefits This is a 100% time (40-hrs a week), monthly paid, exempt position. Annual salary is commensurate with experience up to \$142,500.00. For information on the comprehensive benefits package offered by the University visit: <https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html> **How to Apply** Please submit your cover letter and resume when applying. **Other Information** This recruitment has two open positions. **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:

https://www.eeoc.gov/sites/default/files/migrated_files/employers/poster_screen_reader_optimized.pdf For the complete University of California nondiscrimination and affirmative action policy

see: <http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct> To apply, visit

https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCHJOB

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