

Director of Advancement
Singapore Institute of Technology

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Posted May 16, 2024, set to expire Sep. 15, 2024

Job Title Director of Advancement
Department Advancement and Alumni
Institution Singapore Institute of Technology
Singapore, , Singapore

Date Posted May 16, 2024

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Development/Institutional Advancement

Job Website <https://careers.singaporetech.edu.sg/cw/en/job/498670/director-of-advancement>

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Job Description

Director of Advancement

Job no: 498670

Department: Advancement and Alumni

Contract type: Permanent

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Job Summary

Reporting to the President, the Director of Advancement plays a pivotal role in advancing SIT's mission

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by overseeing fundraising initiatives, plans and programmes of SIT. This position requires a dynamic leader who can drive philanthropic efforts, build strong relationships with donors, and enhance the institution's visibility.

Responsibilities

1. Strategic Fundraising:

- Develop strategic plans for fundraising, focusing on student scholarships, sponsorships, and institutional advancement.
- Identify and cultivate potential donors through prospect research.
- Administer proposals and stewardship of gifts to ensure donor satisfaction.
- Collaborate with the President and other stakeholders to draw up contracts and agreements with donors and contributors.

• Effectiveness Tracking and Reporting:

- Monitor the effectiveness of fundraising plans and programs.
- Evaluate outcomes, track progress, and generate reports.
- Use data analytics to inform decision-making.

• Corporate and Individual Donor Relations:

- Conduct meetings with potential donors, both corporate entities and individuals.
- Cultivate strong relationships with key stakeholders.
- Collaborate with industry partners, foundations, and corporations to enhance fundraising efforts.

• Publicity and Campaigns:

- Oversee publicity and marketing campaigns related to fundraising events and activities.
- Ensure effective communication with donors and the broader community.

Qualifications

- Bachelor's degree, preferably in Marketing, Business, or Communications.

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- Minimum of 10 years of relevant experience at a senior level, ideally within an educational environment.
- Proven success in fundraising, with recognition from the industry.
- Strong knowledge of corporate networks, foundations, and industry partnerships.
- Familiarity with fundraising concepts and techniques.
- Excellent analytical, problem-solving, and interpersonal skills.
- Effective oral and written communication abilities.

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Advertised: 16 May 2024 Singapore Standard Time

Applications close: 30 Jun 2024 Singapore Standard Time

Contact Information

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

Contact

Singapore