

Executive Director, Student Experience and Diversity  
University of California, Berkeley

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Posted Sep. 15, 2025, set to expire Jun. 30, 2026

<b>Job Title</b>	Executive Director, Student Experience and Diversity
<b>Department</b>	University Development and Alumni Relations (UDAR)
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Sep. 15, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Senior Executive Officer Director/Manager
<b>Academic Field(s)</b>	Public Relations/Marketing Multicultural Affairs/Diversity Development/Institutional Advancement
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**Job Description**

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**Executive Director, Student Experience and Diversity, UDAR (0465U) 81069**

### About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone

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feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

## Departmental Overview

University Development and Alumni Relations (UDAR) strengthens Berkeley's excellence through engagement with alumni, parents, undergraduate and graduate students, and friends of the University, raising public awareness about Berkeley and increasing private philanthropy. UDAR provides overall direction for the campus's philanthropic advancement strategies and works to strengthen unit development in partnership with campus fundraisers. UDAR handles a range of central activities and services encompassing communications, stewardship, prospect development, gift management, and more.

The Student Experience and Diversity (SED) program is designed to raise significant funds, and provide meaningful engagement opportunities for alumni, students, foundations, and friends of the University to contribute philanthropically to the success of Berkeley students and the advancement of educational equity and access. SED raises funds in support of student aid, co-curricular activities, student support programs, and diversity, equity and inclusion. The SED program interfaces with a broad range of divisions on campus, with focus on the divisions of Equity & Inclusion, Undergraduate Education, and Student Affairs. The fundraising program encompasses major gift fundraising from individuals and foundations and works in close collaboration with Vice Chancellors and campus leaders and stakeholders. While most of the fundraising work will be focused on programs for undergraduate students, some of which will also benefit graduate student services in Equity &

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Inclusion, Undergraduate Education, and Student Affairs.

### **Application Review Date**

Application review will begin in mid October. The position will be open until filled.

### **Responsibilities**

#### Leadership and Management

- Serves as a member of the UDAR Management Team;
- Manages a highly complex fundraising program; creates, develops, implements, and manages fundraising programs and strategies to successfully meet predetermined goals and objectives for supporting the success of Berkeley students;
- Conducts and participates in long and short-range strategic planning, leading the design and execution of a comprehensive fundraising strategy while engaging stakeholder divisions of Equity and Inclusion, Undergraduate Education, and Student Affairs;
- Hires, trains, mentors and oversees staff of eight FTE, including a deputy director, frontline fundraisers and operations staff;
- Maintains strategic partnerships with three Vice Chancellors and their Chiefs of Staff on fundraising results and planning, including quarterly progress reports;
- May manage other external relations functions such as volunteer committees and other programs which cultivate and steward donors and prospects;
- Provides overall leadership in conducting assessment related to fundraising activities, then using this assessment to revise fundraising goals.

#### Direct Fundraising

- Manages a portfolio of roughly 40 major and principal gift prospects with the capacity to make six to eight figure gifts to UC Berkeley soliciting major and transformational gifts; serves as the lead fundraiser for SED;
- Partners with Vice Chancellors and is responsible for raising funds to support highest priorities; works with leaders on donor portfolio;
- Is responsible for meeting the overall SED goal and personal fundraising goal to be determined with supervisor;
- Works in close partnership with Prospect Development on executing a sustainable and continuing prospect identification and research process.

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## Required Qualifications

- Excellent knowledge of all aspects of fundraising, donor and public relations, campaigns, including strategies for major gifts donor identification, cultivation and solicitation; proven track record in major gift fundraising.
- Excellent leadership skills, political acumen, ability to manage complex relationships with key stakeholders while managing multiple priorities.
- Excellent written, oral, interpersonal, and communication, and collaboration skills to establish and maintain good working relationships within all organizational levels and with outside constituencies.
- Demonstrated skills to meet predetermined goals and objectives, including securing gifts and meeting fundraising goals. Competitive candidates will have a demonstrable record of success in all aspects of fundraising and donor relations with high-end donors.
- Excellent analytical, critical and strategic thinking, problem-solving skills persuasion/negotiation skills, and emotional quotient/intelligence.
- Demonstrated knowledge of management/leadership concepts, including principles and best practices to operate in a complex environment.
- Excellent management skills to assess and develop a team, to coach and mentor others toward common goals, to support fundraisers in achieving metrics, and to set strategy and inspire others to achieve.
- Knowledge of diversity, equity, inclusion principles; proven history of advancing this work.
- Knowledge and appreciation of, or the ability to quickly learn, a large, complex institution, its achievements, vision, mission, goals, objectives, applicable policies, infrastructure and current issues of concern; knowledge of issues of concern for higher education, generally.
- Bachelor degree in related area and/or equivalent experience/training

## Preferred Qualifications

- Experience in large, complex institutions is highly desirable
- Familiarity with student affairs on a college campus is highly desirable

## Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate

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of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted salary or hourly range that the University reasonably expects to pay for this position is \$200,000-\$240,000.

The full range associated with the job classification is \$138,200-\$271,200.

### **How to Apply**

To apply, please submit your resume and cover letter.

This search is being supported by Berkeley Executive Search (BES).

### **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.

### **Misconduct Disclosure**

As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual

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harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

### **Equal Employment Opportunity**

The University of California is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected status under state or federal law.

**To apply, visit**

[https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS.CG\\_S](https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S)

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### **Contact Information**

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

**Contact**

N/A

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