



5251 - Director, Fundraising & Institutional Advancement at the Center on Philanthropy

The Director of Fundraising and Institutional Advancement is a high profile position reporting to the Executive Director of the Center on Philanthropy. The position directs and leads the Center on Philanthropy's fundraising, marketing, communications, and constituency relations programs. The position will lead efforts to maximize private support to continue and increase the financial sustainability critical to the Center's mission to provide thought leadership, research and education for nonprofits around the world. The Director of Fundraising and Institutional Advancement is responsible for developing, cultivating and soliciting support from a diversified donor portfolio of foundations, corporations and individuals. The position will also lead a multi-faceted marketing, communications and public relations effort to position the Center on Philanthropy as a leader in the nonprofit sector field. The position will direct a staff team to fulfill these missions.

Responsibilities include: Plan and manage all activities related to the analysis, planning, and implementation of a comprehensive nationally focused endowment initiative for the Center on philanthropy; supervise a staff in the creation, development, and implementation of philanthropic resources to support Center initiatives through many different initiatives including: annual fund and special gift fundraising programs to involve new donors, secure repeated gifts from donors, and upgrade annual fund donors to the major gift level; proposal and grant preparation; comprehensive marketing, communications and media relations program; position the Center to serve as a spokesperson on issues related to the study of philanthropy, promote the Center's programs, and recruit students for its academic and public service programs; community relations, foundation relations, constituency relations, special events, and other programs designed to relate the Center to its key constituents and involve them with the Center on Philanthropy; serve as a major gifts officer for the Center on Philanthropy to develop and implement fundraising strategies involving the Center's staff and volunteer leadership; serve as liaison on behalf of the Center on Philanthropy to the Center's Board of Governors' Advancement Committee to involve members of the Board of Governors and other volunteers in the Center's fundraising process; assist the Executive Director of the Center and other Center directors in preparing major foundation proposals; assist the Executive Director of the Center and other Center directors in developing Center programs and priorities by bringing to discussion the perspective of the Center's key external constituencies; accept responsibility for other projects of the Center related to the general work development and communications.

Required: Master's degree from an accredited institution plus 4 years related experience or Bachelor's degree with 6 years related experience.

Demonstrated understanding of the role of philanthropy and nonprofit organizations in society; demonstrated success in managing a complex, comprehensive development and advancement program.

Preferred: Study of philanthropy and nonprofit management, certificate from The Fund Raising School and credentials such as CFRE, ACFRE and FAHP.

TO APPLY: <https://jobs.iu.edu/joblisting/index.cfm>. **Job Number: 5251. You must be logged in to apply.**

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