

# CLEMSON

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## U N I V E R S I T Y

### Director of Prospect Development

Clemson University, located along the Southeast's most dynamic corridor for education, business and quality of life, is South Carolina's premier university committed to a top-20 public university profile. University goals clearly state a dedication of energy and resources to every student, every faculty and every component of the university. With this commitment, Clemson is seeking a Director of Prospect Development.

Reporting to the Director of Development and Alumni Affairs, the Director of Prospect Research proactively initiates and administers a comprehensive research program that identifies and qualifies major gift prospects (individuals, corporations & foundations for Special Gifts and Leadership Gifts for the Office for Development) and brings to the attention of the Development staff those offering the greatest promise of return. The position is responsible for ensuring the highest possible integrity of biographical information about all prospects which includes affinity for Clemson, financial information and holdings.

The successful candidate for this position will have a bachelor's degree and experience in an area such as alumni, development, fundraising, prospect research, or business development. At least three years experience in prospect research in a higher-education setting is desired. Knowledge of the Blackbaud Raiser's Edge software system strongly preferred. The candidate must have in-depth knowledge of business administration and financial analysis, as well as strong written and oral communication skills. Working knowledge of Internet prospect research, traditional research tools, directories, databases, data mining and statistical/predictive modeling is a must. Employee must be self-motivating and manager their day to day activities with minimal supervision.

Interested individuals should apply on-line at [findjobs.clemson.edu](http://findjobs.clemson.edu), referencing requisition 009810. Resumes in lieu of applications cannot be accepted. The position will be open until March 15<sup>th</sup> or until a suitable candidate is found.

**Clemson University is an Affirmative Action/Equal Employment Opportunity Employer and does not discriminate against any individual on the basis of race, age, color, disability, gender, national origin, religion, sexual orientation or veteran status.**