

Director of Development, Brooks College of Health, University of North Florida

The University of North Florida is now accepting resumes for the position of Director of Development for the Brooks College of Health. He/she will identify, cultivate, solicit and steward major donors. He/she will nurture long-term relationships with contributors including individuals, corporations, and foundations. The Director of Development works with faculty and the dean to identify areas for which external support is appropriate and needed; and will provide assistance with the identification of potential donors, proposal development and solicitation.

The Director will report to the Dean of Brooks College of Health as well as to the Assistant Vice President for Development.

Minimum qualifications for the position include a Master degree from an accredited institution in an appropriate area of specialization and six years of appropriate experience; or a Bachelor degree from an accredited institution in an appropriate area of specialization and eight years of appropriate experience, including a minimum of four years direct fund-raising experience for either degree. The successful candidate will have at least three years of proven success in securing major gifts and a record of meeting or exceeding annual fund-raising goals at previous non-profits. A minimum of two years of management experience is required. Preference will be given to candidates with experience in working with other colleagues in a centralized/decentralized office. CFRE certification preferred. Managerial, organization, interpersonal, and communication skills are required. Knowledge of fundraising at a university, capability to organize volunteers and ability to prepare proposals from start to finish are essential.

Salary: \$72,000 - negotiable.

Applicants must complete a one-page application on-line in OASys at <http://www.unfjobs.org> and must upload all required documents to be considered for this position. Once you finalize your completed application and have submitted the required documents, you will receive a confirmation number. Keep the confirmation number for this position for your records. If you have any questions contact Lisa Watson at 904-620-2101. Applicants who do not apply on-line or do not upload all the required documentation will not be considered for this position. UNF is an equal opportunity/equal access/affirmative action institution.