



Director of Development

The Center for Politics at the University of Virginia invites applications and nominations for a Director of Development. The Director will be a member of the leadership team within the Center, report to the Chief of Staff and serve as a liaison to the Center's Board of Advisors. The primary responsibility of the Director will be to identify prospective individual, foundation and corporate donors, cultivate donor relationships and stewardship of financial supporters of the University of Virginia Center for Politics. The Director will be tasked with establishing overall fundraising goals, developing short and long term fundraising plans for the Center and manage all development activities. Supervision and coordination of the efforts of Development staff will be a main area of focus. The Director's duties will include attending regular development-related meetings and often requires overnight travel within the Commonwealth of Virginia and the United States. The Director will provide reports and presentations to the Chief of Staff, the Director and the Board of Advisors as necessary.

The Center for Politics was founded in 1998 by Larry J. Sabato and it is an interdisciplinary and nonpartisan unit of the University of Virginia dedicated to the proposition that government works better when politics works better and its corollary that politics works better when citizens are informed and active participants. The Center for Politics receives financial support from individual donors, foundations, corporations, the Commonwealth of Virginia, and the federal government.

The successful candidate for this position will have a Master's degree, however a Bachelor's degree and significant related experience may be considered in lieu of a Master's degree. Strong oral and written communication skills are required as well. Proven experience in fund-raising, preferably in higher education or a non-profit organization is preferred. This position requires demonstrated ability to solicit and close major gifts, organize and present information to diverse groups, deliver effective customer service both in terms of cultivating support and stewarding gifts. The position requires frequent travel and the ability to work occasional evenings and weekends.

Nominations and applications should include a resume, letter of interest, and contact information for at least three professional references. Applications will be considered until the position is filled; however responses by May 26, 2008 are encouraged. Recruitment will continue until the position is filled. The search will be carried out with full confidentiality; candidates will be notified before references are contacted. Nominations and applications should be sent electronically to:

Emily Kozuch or Gary Helmuth
U.Va. Executive & Management Search Group
executivesearch@virginia.edu
Phone: (434) 924-6862 or (434) 982-4900

**An equal opportunity and affirmative action employer,
the University of Virginia is committed to building a diverse community
and encourages the applications of women and members of underrepresented groups.**