Position: Executive Director of Development  

The Executive Director of Development reports directly to the Vice President for University Advancement and is responsible for the overall management and expansion of the University’s major and annual gift program. The Executive Director will lead by establishing best practice for the identification, cultivation, solicitation and stewardship of donors. This position is also responsible for providing guidance, oversight and strategic direction to the development professionals in the various colleges and units (such as athletics and the museum) in achieving annual and long term philanthropic objectives and goals.

Responsibilities:
- Manage, train and direct the activities of the university's major gift efforts in the various colleges and units.
- Provide oversight and support for the university's annual giving program
- Identify, engage and solicit donors for the purpose of securing gifts for the University of Louisiana at Lafayette.
- Plan, coordinate and implement ongoing major gift activities on behalf of the University in order to increase the number and size of gifts.
- Build a sustainable pipeline of donors for the university's major gift fundraising program.
- Plan and manage events for major gift donors when appropriate, and other duties as assigned.

Qualifications:
A minimum of a Bachelor’s degree is required. Candidates should have five years of development experience. Preferred qualifications: 3-5 years of major/planned gift fundraising experience in a college or university setting, along with experience in a University capital campaigns. Excellent management skills, oral and written communications skills, and strong organizational skills are required; as well as strong professional ethics and personal integrity. The ability and willingness to travel and a good driving record are essential. The incumbent should have knowledge of Microsoft Office and the ability to navigate through an alumni/donor database.
**Environment:**
The University of Louisiana at Lafayette is a Research University with High Research Activity public institution with an enrollment of approximately 18,000 students with a full-time faculty of about 600. UL Lafayette consists of 9 degree-granting units-The College of the Arts, B.I. Moody III College of Business Administration, Education, Engineering, University College, Graduate School, Liberal Arts, Nursing and Allied Health Professions, and the Ray P. Authement College of Sciences. The University of Louisiana at Lafayette is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools. Further information about the University is available on the University's web page at louisiana.edu.

Located midway between New Orleans and Houston, Lafayette is the heart of Louisiana's Acadian-Creole region. The city of over 124,000 is part of the Lafayette-Acadiana area with a total population of 700,000. It is one of Louisiana's fastest-growing metropolitan areas and is the hub of numerous music and cultural festivals and celebrations. Lafayette serves as the base of Louisiana's off-shore oil industry, as well as the financial, retail, and medical center for south-central Louisiana.

**Salary:** Dependent on qualifications and experience.

**Starting Date:** ASAP

**Applications:** Candidate review will begin July 20, 2015 and continue until position is filled. Applicants should email a cover letter, résumé, and the names and contact information of three references in a **single PDF format** to: EDDsearch@louisiana.edu

**Contact Information:**
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**For more information visit:** [http://development.louisiana.edu/director-search](http://development.louisiana.edu/director-search)