POSITION: Director of Corporate and Foundation Relations

RESPONSIBILITIES:
Reporting to the Executive Director for Development, the Director of Corporate and Foundation Relations will initiate, foster and manage engagement and fundraising efforts with corporations and foundation having multiple interests at UL Lafayette that requires strategic, high-level coordination with Advancement, Research and Economic Development, Career Services, Deans, and Development Officers.

The Director of Corporate and Foundation Relations (CFR) is responsible for establishing and growing a robust, campus-wide CFR program aimed at both establishing new relationships as well as deepening and broadening existing relationships with corporations and foundations that will result in funding for the immediate and long-term priorities of UL Lafayette. The Director of CFR is responsible for managing his/her portfolio of prospective investors and reaching annual performance goals and metrics. Responsibilities include, but are not limited to the following:

- Drives growth of the University’s private gift and grant revenue portfolio while being highly collaborative with internal stakeholders. Creates and executes annual and long-term fundraising plans with Executive Director of Development utilizing CFR best practices.
- Identifies corporate and foundation prospects; sets up meetings to both assess alignment to UL Lafayette priorities and seek areas of partnership important to that prospect. Will manage an assigned portfolio of prospects and be responsible for the overall cultivation and solicitation of philanthropic support.
- Travels locally, regionally and nationally to meet with prospective investors based on their ability and inclination to make gifts (80 - 120 meetings annually); Execute moves management strategies effectively towards a goal of soliciting gifts between $25,000 and $1 million to achieve fundraising goals; Prepares and enters contact reports in a timely manner.
- Serves as a concierge and central point of contact for industry to connect with university resources, with a focus on Philanthropic Fundraising, Recruiting Graduates, Incumbent Workforce Training Needs and Programs, Sponsored Research, Grants & Contracts, and Community Partnership Initiatives.
- Organizes high-level, strategic corporate campus visits (12-20 annually).
- Partners with Career Services and academic colleges; develops and executes plan for UL Lafayette to get onto and rise through the ranks of key industry “core school lists”. Develops and enhances recruiting and employer services to be responsive to industry trends; Seeks new employers and feedback from current employers. Assists with gathering data for reporting and benchmarking purposes.
- Partners with Research and Economic Development, as well as academic colleges, to promote the University’s academic and research priorities. Connect faculty members to industry as needed and facilitate action items necessary for partnerships. Assists with gathering data for reporting and benchmarking purposes.
- Successfully writes/submites proposals to secure private funding as well as tracks and coordinates required stewardship. Assists in crafting cases for support for college and university priorities that is relevant to corporate and foundation investors.
- Negotiate gifts and gift agreements on behalf of the University in accordance with adopted gift acceptance policies and procedures. Works with Advancement Services to ensure donor records are accurate.
QUALIFICATIONS:
A Bachelor’s degree and minimum of three years of experience in higher education, non-profit or business development with a proven record of accomplishment in negotiating gifts, grants or contacts from corporations and foundations. Experience in a university setting is preferred. Sound judgment, integrity, excellent interpersonal and communication skills, a strong work ethic, attention to detail, project management, and the ability to think strategically are essential. The Director must be able to write proposals and work as part of a team, while demonstrating the independence essential in concurrently managing a prospect portfolio. The Director must be able to utilize technology including the Microsoft Suite and donor database. Travel, including frequent after-hours and some weekend work required.

UNIVERSITY AND COMMUNITY:
The mission of the University of Louisiana at Lafayette is to offer exceptional education informed by diverse world views striving to develop innovative leaders who advance knowledge. The Southern Association of Colleges and Schools Commission on Colleges accredits the University, which offers undergraduate and graduate degrees in the arts, sciences, and professional programs. The University is a public research university with high research activity, an enrollment of over 19,000 students and 800 faculty members. UL Lafayette is the largest of nine universities in the University of Louisiana System. UL Lafayette consists of nine degree-granting units: Arts, B.I. Moody III College of Business Administration, Education, Engineering, Graduate School, Liberal Arts, Nursing and Allied Health Professions, Ray P. Authement College of Sciences, and University College. The University offers degree programs in 55 undergraduate disciplines, 15 post-bachelor certificates, seven graduate certificates, the master’s degree in 28 disciplines and the doctorate in 10 disciplines. Additional information about the University is available on the University's webpage at http://louisiana.edu/

Located midway between New Orleans and Houston, Lafayette is the heart of Louisiana's Acadian-Creole region. The city of over 126,000 is part of the Lafayette-Acadiana area, which has a total population of 616,000 and is one of Louisiana’s fastest-growing metropolitan areas. Lafayette serves as the base of Louisiana’s offshore oil industry, as well as the financial, retail, and medical center for South-Central Louisiana.

SALARY: Commensurate with experience.

ANTICIPATED STARTING DATE: Immediate

APPLICATIONS:
For consideration, please submit your cover letter, resume, and three references to the following mailing address or by email to sharyn.donnell@louisiana.edu. Priority will be given to applications received by September 6, 2017.

UL Lafayette
Office of Development
Attn: Executive Director of Development
P.O. Box 43410
Lafayette, LA 70504

The University of Louisiana at Lafayette does not discriminate on the basis of race, color, national origin, age, religion, sex, sexual orientation, or disability in admission to, access to, treatment in, or employment in its programs and activities as required by Title VI and Title VII of the Civil Rights Act of 1964, Age Discrimination in Employment Act of 1967, Age Discrimination Act of 1975, the Equal Pay Act of 1963, Title IX of the Education Amendments of 1972, Executive Order 11246, Section 503 and 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974 and the 1990 Americans With Disabilities Act. - See more at: http://personnel.louisiana.edu/employment-opportunities/policy-nondiscrimination