

Major Gift Officers

Old Dominion University's Office of Development is seeking a Major Gift Officer I for the College of Health Sciences and the College of Education to join the University's dynamic fund-raising team. Additionally, we are seeking a Major Gifts Officer II for the College of Business and one for the College of Engineering and Technology. The successful candidate for these two positions will have demonstrated experience and track record in soliciting and closing gifts of \$100k or more and carry a high value prospect portfolio.

Primary duties will include identifying, researching and cultivating long-term philanthropic relationships with alumni, parents, and friends. Major Gift Officers are responsible for soliciting gifts of \$25,000 and more, setting and executing fund-raising plans, and implementing projects and events for assigned prospect groups related to various College and University initiatives. The successful candidate should be a strategic self-starter who demonstrates initiative and effective team-building skills.

Requirements include: demonstrated ability in fund raising, including considerable experience in personal fund-raising solicitations or the equivalent experience within comparable educational or sales/marketing programs; strong communication skills; and a Master's degree or Bachelor's degree with equivalent work experience at a level which equates to a Master's degree. Travel, evening and weekend work are required.

Preferred qualifications include: experience in higher education fund raising using strong written, verbal, and interpersonal skills; demonstrated experience in soliciting gifts of \$25,000+ in an educational or non-profit environment; proven organization, communication, and diplomacy skills working with board members, volunteers, and major gift prospective donors; experience in marketing or public relations; the ability to work as a team member within a complex university; familiarity with ODU; and knowledge of local community contacts.

Submit letter of application, resume and contact information for three professional references to: Tricia Hudson-Childers, Old Dominion University, Office of Development, 4417 Monarch Way,

4th Floor, Norfolk, VA 23529. E-mail: thudson@odu.edu. Review of applicants will begin February 22, 2012 and continue until the position is filled.

Old Dominion University is an affirmative action, equal opportunity institution and requires compliance with the Immigration Reform and Control Act of 1986.