

Senior Director of Development, Principal Gifts and Corporate & Foundation Relations, College of Pharmacy

Purpose

To serve as the Senior Director of Development for Principal Gifts and Corporate & Foundation Relations, reporting directly to the Chief Development Officer (CDO) of the College of Pharmacy. Directs a large and active portfolio of prospective and current donors to secure principal and major gifts for the college.

Responsibilities

- Builds and carries an active high performing portfolio of 40 to 80 prospective donors for the College of Pharmacy (~30-40 individuals, 15-20 companies, and 15-20 foundations) . Engages in the qualification, strategy development, relationship building and closing of major gifts at the level of \$1,000,000 or more per gift (\$100K+ for companies). Within 18 months of start date, consistently produces \$3,000,000 to \$5,000,000 in principal donor gifts per year.
- Partners with CDO and University Development Office Corporate Relations and Foundation Relations teams to conceptualize a strategy for engaging and securing philanthropic support from corporations and foundations (C&F). Develops and submits proposals to C&F for funding to support existing and new programs. Works closely with faculty, university leaders and C&F representatives to coordinate all grant activities. Responsible to complete Request For Proposal (RFP) reviews and submissions, proposal development, deadline management, reporting requirements and communication plan with all constituents to ensure the successful funding is secured.
- Acts as the college liaison to ensure successful collaboration with the central university Foundation Relations and Corporate Relations offices. Secures cross-collaborative large-scale proposals across college, schools and units (CSUs) at the university. Works with internal partners including other gift officers and teams within Texas Development to develop proposals and reports on interdisciplinary funding initiatives.
- Supervises two members of the College of Pharmacy development team: the Director of Development for Major and Principal Gifts; and the Development Specialist. Effectively collaborates with team members, faculty, communications and marketing, academic leaders and other college staff to develop campus-wide funding opportunities and reach campaign goals.

- Maintains appropriate documentation, including engagement activities, proposal tracking, contact reports, donor strategies and forecasting in the university's VIP information system.
- Additional duties as required

Required Qualifications

Bachelor's degree. Demonstrated ability to execute successful full-cycle donor strategy. High degree of emotional intelligence. Ability to drive principal gift and C&F funding results. Highly effective written, verbal and interpersonal communication skills. Ability to think strategically and creatively and work well under pressure. Project management skills. Ability to manage others. Capable of working independently, while also engaging in collaboration between teams. Ability to travel frequently to visit prospects and donors. Ability to use discretion and maintain integrity and professionalism. Ability to serve as a college liaison to ensure successful collaboration with the central university Foundation Relations and Corporate Relations offices. Ability to secure cross-collaborative large-scale proposals across college, schools and units (CSUs) at a large university. Ability to work with internal partners, including other gift officers and teams within Texas Development to develop proposals and reports on interdisciplinary funding initiatives. *Relevant education and experience may be substituted as appropriate.*

Preferred Qualifications

Five years of directly related experience with three years of supervisory experience. Experience in building partnerships in pharmaceutical and/or health sciences. Successfully closed several \$1,000,000+ gifts in health or higher education. Experience with fundraising databases and knowledge of prospecting tools and reports within fundraising systems or other prospective donor relations systems. Capable of making sound, ethical and independent judgments. Success working on teams to develop high-level proposals with funding opportunities across disciplines. Presents personal and professional confidence with empathy toward others.

Salary Range: \$100,000 - \$130,000, depending on qualifications

Job Details:

The University of Texas at Austin provides [competitive compensation plans](#) plus a [comprehensive benefits package](#) that includes: insurance and Teachers Retirement System

(TRS) [retirement benefits](#); paid vacation, sick and holiday [time off](#); access to employee [professional development](#) and [wellness services](#); the opportunity to qualify for the Public Service Loan Forgiveness (PSLF) federal program; [flexible work arrangements](#) and more. The [College of Pharmacy](#) at The University of Texas at Austin welcomes and respects all individuals and communities by valuing and consciously maintaining awareness of diverse perspectives and experiences. We believe inclusivity is critical to fostering excellence in all of our endeavors, and we promote diversity in our recruiting, hiring and retention practices.

General Notes

This position will frequently be required to work additional hours or weekends as needed to complete time-sensitive projects and attend events. Travel to attend meetings and events is required.

Position may perform work both in-person and remotely as determined by supervisor and college leadership work needs. [Flexible work arrangements](#) are available in the College of Pharmacy.

Working Conditions

- Open office environment
- Repetitive use of a keyboard at a workstation
- Use of manual dexterity
- Will be required to travel regularly

Required Materials

- Resume/CV
- Letter of Interest
- List of 3 Professional References

Apply