The Director of Development leads cultivation, solicitation and stewardship of an assigned portfolio of donors and prospects to advance philanthropic support for school and institutional priorities through various sources of funding, and identifies and develops new relationships with potential donors to secure new gifts. The Director of Development will be responsible for donor planning and evaluation of short, medium, and long-range fundraising goals and programs that advance private support for the School of Health Professions' current and future needs. The Director of Development leads the coordination of all aspects of the donor development process to ensure excellent donor relations and reports to the Dean of the School of Health Professions and the Senior Director of Development.

Job Duties:

- Leads the solicitation of major gifts and principal gifts for the School of Health Professions and institutional priorities.
- Manages a portfolio of high potential prospects and collaborates with the institutional advancement team to coordinate cultivation and solicitation strategies to close gifts to drive private support for the school and institution.
- Leads strategic development of relationships with donors and prospects in a manner that best meets the needs of the donor and maximizes fundraising potential for school and institutional priorities.
- Performs direct solicitations alone and in tandem with the Vice President of Institutional Advancement, Assistant Vice President of Institutional Advancement, Dean of the School of Health Professions, Associate Deans, Center or Institute Directors, Department Chairs, Faculty, Volunteers, alumni and other key staff leaders.
- Collaborates with the dean, associate deans, department chairs, program directors, faculty and staff to prepare and submit private funding proposals for individuals, corporations and foundations.
- Partners with volunteer leadership, including members of the President's Development Board, with guidance of the Vice President, Dean and institutional and School advisory councils and boards, and in collaboration with their Institutional Advancement liaison or the Vice President, to develop interest in philanthropic support that advances the mission of the School of Health Professions and the UT Health Science Center.
- Responsible for donor stewardship plans for assigned prospects and the development of new prospects.
- Coordinates with the Alumni Relations team to build alumni engagement and increase alumni giving.
- Establishes and maintains strong and effective relationships with the School of Health Professions' and University's major internal constituents.
- Utilizes constituency database (Raiser's Edge) to coordinate donor plans and donor recognition as well as report on progress of activity.
- Travel as required to maintain relationships with donors and to cultivate prospects.

Education:
Bachelor's Degree is required.

Experience:
Eight (8) or more years of experience in fund raising, public relations, and alumni relations.

Preferred:

- Experienced fundraiser.
- Raiser's Edge experience.
- Knowledge of institutional advancement and development.

For additional information, and to apply, please visit https://uthscsa.referrals.selectminds.com/jobs/director-development-2404.

UT Health San Antonio is an Equal Employment Opportunity/Affirmative Action Employer including protected veterans and persons with disabilities. All faculty appointments are designated as security sensitive positions.

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