

Director of Development, University Advancement

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Work type: Management (MPP)

Location: San Marcos

Categories: MPP, At-Will, Fundraising & Alumni Relations, Full Time, Telecommute eligible (work onsite as scheduled and/or as requested and telecommute as scheduled)

[Position Description](#)

Job Overview

The Director of Development is responsible for developing comprehensive strategic fundraising efforts to meet short- and long-term goals that help secure philanthropic support primarily from individual donors, and also foundations, and corporations. This position is a part of a centralized fundraising team and will serve as the development liaison to the College of Humanities, Arts, Behavioral and Social Sciences (CHABSS) and Extended Learning (EL) with fundraising efforts to support students and faculty, community engagement activity, capital projects and provide support for advancement-wide new or returning scholarship donors. In these liaison roles, this position will support the leadership and faculty in all aspects of major gift level private fundraising. Candidate must demonstrate the skills necessary to solicit and close gifts at the \$25,000 level and above, as well as a commitment to building long term relationships with a diverse population of donors and donor prospects. Candidate will be responsible for growing their portfolio through identification, qualification, cultivation and stewardship strategies.

In addition to building relationships with on campus and off campus constituent groups, and achieving fundraising success, other priorities of this role include working as a strategic partner to the two liaison areas in building, establishing and sustaining Dean's Advisory Councils for CHABSS and EL, made up of philanthropists, alumni and industry leaders. Expectations of this role also include working closely with leadership in setting campaign priorities and helping the university plan and execute CSUSM's next comprehensive fundraising campaign.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community.

We will consider applications from professionals who demonstrate the following transferable skills from a non-fundraising background: sales/contract negotiation/customer service, critical thinking skills, experience building relationships, excellent communication skills, proficient in writing, a team player, strong work plan development and a growth mindset.

Position Summary

Director of Development (Administrator II)

This is a full time, exempt position in the Management Personnel Plan (MPP). MPP positions serve at the pleasure of the President.

This position is eligible for a broad range of benefits, including medical, dental, vision, life and disability insurances, retirement (CalPERS), tuition waiver, vacation and sick leave. In addition, 14 paid holidays are offered each year; 13 scheduled on specific days and a Personal Holiday that may be taken any time during the year.

A comprehensive benefits summary for this position is available online by visiting our [Benefits Portal](#).

Anticipated Hiring Salary Range: \$7,917 - \$9,167 per month

CSU Classification Salary Range: \$4,583 - \$14,713 per month

Salary is commensurate with the background and experience of the individual selected.

California State University San Marcos

A mid-size university located in San Diego's vibrant North County, we are dedicated to service, innovation, leadership and diversity. We have an attentive faculty and state-of-the-art facilities which offer our students hundreds of opportunities to learn, lead, play and serve.

California State University San Marcos is a new kind of university, pushing the boundaries of innovation to prepare tomorrow's leaders, build stronger communities and solve pressing issues.

Cutting-edge research meets hands-on application at our campus and in the real world.

Application Process

This position is open until filled. For assurance of full consideration, please submit application, cover letter and resume by 11:59pm on November 26, 2023.

Applicants who require an accommodation during the application or testing process due to a disability recognized under the Americans with Disabilities Act (ADA)/CA Fair Employment and Housing Act (FEHA) should notify the Office of Human Resources at (760) 750-4418 or e-mail: hr@csusm.edu. Hearing & speech impaired call our TDD at (760) 750-3238.

Supplemental Information

CSU requires faculty, staff, and students who are accessing campus facilities to be immunized against COVID-19 or declare a medical or religious exemption from doing so. Any candidates advanced in a currently open search process should be prepared to comply with this requirement. The systemwide policy can be found at <https://calstate.policystat.com/policy/9779821/latest/>. Questions should be sent to the Office of Human Resources at hr@csusm.edu.

Following a conditional offer of employment, satisfactory completion of a background check (including criminal records check) is required prior to beginning employment. Any offer of employment rescinded if the background check reveals disqualifying information, and/or it is discovered that the candidate knowingly withheld or falsified information. Failure to satisfactorily complete the background check may affect the continued employment of a current CSU employee who was conditionally offered the position.

The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 Revised July 21, 2017 as a condition of employment.

This position is a "designated position" in the California State University's Conflict of Interest Code. The incumbent in this position is required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission.

California State University San Marcos is an Affirmative Action/Equal Opportunity Employer that is strongly committed to promoting diversity in all areas of the campus community. We consider qualified applicants for employment without regard to age, physical or mental disability, gender or sex, genetic information, gender identity, gender expression, marital status, medical condition, nationality, race or ethnicity, religion or religious creed, sexual orientation, and veteran or military status.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act Notification can be found at <https://www.csusm.edu/clery/annualreports.html>.

California State University San Marcos is not a sponsoring agent for staff or management positions (i.e. H1-B visas).

Positions are posted for a minimum of 14 days.

Advertised: November 03, 2023 (9:00 AM) Pacific Daylight Time

Applications close: Open Until Filled