

Title: Director of Development, Colleges of Education and Public Affairs & Health Sciences

Campus: University of North Texas

Division: UNT-Advancement

Job Location: Denton

Salary: \$70,000 - 80,000

Retirement Eligibility: TRS Eligible

About Us - Values Overview

Welcome to the University of North Texas System. The UNT System includes the University of North Texas in Denton and Frisco, the University of North Texas at Dallas and UNT Dallas College of Law, and University of North Texas Health Fort Worth. We are the only university system based exclusively in the robust Dallas-Fort Worth region. We are growing with the North Texas region, employing more than 14,000 employees, educating a record 49,000+ students across our system, and awarding nearly 12,000 degrees each year.

Learn more about the UNT System and how we live our values at www.UNTSystem.edu.

Department Summary

The Division of University Advancement strives to transform lives and unlock potential through the power of philanthropy and engagement by awakening and stewarding pride and loyalty for the University of North Texas.

Established in 1890, the University of North Texas is a place where students transform their lives through education and opportunity. With more than 46,000 students from across the state, nation, and world, UNT offers 240 academic programs — many nationally and internationally recognized. A Tier One research university and designated a Hispanic- and Minority-Serving Institution, UNT has a legacy of excellence in education, music, the arts, business and social sciences, with growing strengths in science and engineering. Last year, students earned nearly 13,000 degrees and joined UNT's network of 480,000 alumni, fueling progress and innovation.

Position Overview

The University of North Texas seeks an experienced, highly motivated, goal-oriented, and energetic fundraiser with a proven track record of closing annual and major gifts and exceeding measurable performance goals. The Director of Development will join a division

with dynamic and visionary leadership focused on advancing a donor-centric mission and building a vibrant team who will enthusiastically and strategically increase philanthropy and accelerate current momentum to propel the university's tremendous potential to new heights.

We are seeking a professional with a highly cooperative spirit, strong communication, and relationship-building skills, a forward-thinking approach, the ability to relate to multiple constituencies, and to represent the University with tact, diplomacy, and passion. The successful candidate will be able to convey enthusiasm for the mission and role of the respective colleges and will, upon employment, work with the Senior Director of Development to be able to convey detailed knowledge and passion about the college's work in support of unit priorities.

The position reports to the Sr. Director of Development and works collaboratively with the Dean, Faculty, and University volunteers.

Minimum Qualifications

Bachelor's degree and four years of professional experience in fundraising, donor relations, public relations, or sales: or any equivalent combination of education, training and experience.

Knowledge, Skills and Abilities

- * Extensive knowledge of philanthropy and fundraising principles.
- * Demonstrated experience in establishing and maintaining effective professional relationships with internal and external constituents.
- * Ability to plan, organize, develop and execute strategies.
- * Ability to mentor and coach colleagues or direct reports.
- * Ability to manage time, personnel, financial, and physical resources effectively.
- * Exceptional communications skills.
- * Ability to master University policies and procedures and apply these in specific situations.

Preferred Qualifications

The ideal candidate will possess the following additional qualifications:

- * Fundraising experience for Education, Public Affairs and Health Sciences initiatives a plus
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- * Knowledge of prospect portfolio management
- * Effective oral and written communication skills
- * Ability to establish and maintain effective working relationships

Job Duties

- Identify and qualify prospects with the goal of building and managing a prospect portfolio of a minimum of 100 active prospects.
- Communicate with existing donors on a regular basis for continued cultivation and retention.
- Solicit and successfully close major gifts.
- Establish and cultivate cross-campus partnerships to identify, engage and solicit prospects for multi-disciplinary UNT initiatives.
- Coordination with their supervisor to support a development program to foster and enhance the college's development opportunities.
- Works effectively with the Dean, Chairs, Faculty, Department heads and Advisory Board's to support programs and strategies for specific/specialized funding needs.
- Collaborate with colleagues across the university to fulfill donor goals and objectives and to implement appropriate stewardship and recognition.
- Actively participate in College and University events.
- Participate in and support any special project fundraising for university priorities as assigned by executive leadership.

Physical Requirements

Sedentary work that primarily involves sitting/standing.

Repeating motions that may include the wrists, hands and/or fingers.

Moving about to accomplish tasks or moving from one worksite to another.

Communicating with others to exchange information.

Environmental Hazards

No adverse environmental conditions expected.

Work Schedule

Monday - Friday, 8am - 5pm; some evenings and weekends required; hybrid opportunity available.

Special Instructions

Applicants must submit a minimum of two professional references as part of their application. If needed, additional references can be added after the application has been submitted.

Benefits

For information regarding our Benefits, click [here](#).

EEO Statement

The University of North Texas System is firmly committed to equal opportunity and does not permit –and takes actions to prevent – discrimination, harassment (including sexual violence, domestic violence, dating violence and stalking), and retaliation on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or veteran status in its application, employment practices, and facilities; nor permits race, color, national origin, religion, age, disability, veteran status, or sex discrimination and harassment in its admissions processes, and educational programs and activities. UNT System Administration promptly investigates complaints of discrimination, harassment, and related retaliation and takes remedial action when appropriate. System Administration also takes actions to prevent retaliation against individuals who oppose any form of harassment or discriminatory practice, file a charge or report, or testify, assist, or participate in a related investigation or proceeding.

Link to Apply: [Director of Development, Colleges of Education and Public Affairs & Health Sciences](#)

[Director of Development, College of Liberal Arts and Social Sciences](#)