



## **Director of Prospect Management and Strategy**

**Work type:** Management (MPP)

**Location:** Fullerton

**Categories:** MPP, Administrative, At-Will, Full Time

**Salary Range:** Hiring range depending on qualifications, not anticipated to exceed \$8,334 - \$9,417 per month

### **About CSUF:**

Standing on 241 acres in the heart of Southern California, the University was founded in 1957 and has grown into a population of over 40,000 students. As Titans, we believe that diverse perspectives deepen our understanding. We are committed to giving students the support they need to graduate, while responding to California's revolving work force needs. At Cal State Fullerton we strive for continual improvement of students, staff, faculty, and administrators through orientations, training programs, and professional development opportunities. As part of the Titan Community, you have access to many campus facilities and services including but not limited to the Grand Central Art Center in Santa Ana, the Arboretum and Botanical Garden at Cal State Fullerton, cultural events and performances in the Clayes Performing Arts Center, Cal State Fullerton Athletics sports events, Titan Recreation Center, and the Employee Wellness Program.

### **Job Summary:**

It is an exciting time to join Cal State Fullerton as we are an in demand comprehensive University that is driven to shape the future of education and foster a vibrant community of diverse students, faculty, staff, and administrators who uphold values of inclusive excellence, free speech, and an environment free from discrimination. We are continuously seeking individuals from various career disciplines that share the University's mission and core values. We warmly welcome you to consider joining the Titan Community where minds expand and opportunities flourish.

### **About the Position:**

A strong foundation of supporters is essential to enhancing academic innovation, empowering students, transforming campus structures and enriching the community. Through gifts large and small, Cal State Fullerton elevates the potential of our remarkable students. The office of Central Development is dedicated to increasing community, tradition, and contributions to the University by working together with the campus community. We seek an exceptional individual to join our team as the Director of Prospect Management and Strategy (Administrator II). The ideal candidate in this role should have a positive attitude, an active, energetic mind, and a leadership style that is

characterized by highly ethical practices and a commitment to diversity, openness, flexibility, integrity, and kindness.

The Director of Prospect Management and Strategy reports to the Executive Director, Advancement Services and Operations and provides a comprehensive range of prospect management, research, analysis, data analytics, artificial intelligence, and data modeling in order to successfully execute the flow of prospects into and through the major donor pipeline. The position is responsible for properly targeting the cultivation and solicitation resources of the department for maximum support for all colleges and programs including work on current and future targeted and comprehensive campaigns. Trains, directs and supervises the research associate including providing assignments and managing their results. The Director will independently create and implement plans that encompass prospect management including maximizing, data analysis, data updates, data modeling and other new and existing technologies for identification and development of prospective donor information and estimate inclination as well as capacity to give to the university. Additionally, this role will focus on maximizing the potential of data-driven insights and enhancing the efficiency of existing models through the integration of artificial intelligence (AI) technologies. Other duties as assigned.

**Essential Qualifications:**

Bachelor's degree from an accredited four-year college or university. Four years of development prospect research experience. Demonstrated ability to perform research on individuals at a high level, using a variety of resources (e.g. LexisNexis, WealthEngine, ResearchPoint, etc.). Expertise in the use, analysis and modeling of data including creating reports and interpreting data to move the area forward. Expertise in Excel and experience utilizing databases (Blackbaud Raiser's Edge NXT Ellucian Advance, etc.) to review donors, produce queries and reports, and update records. Ability to work independently and manage several projects simultaneously while exercising critical thinking skills. Knowledge of current trends in prospect management, prospect research, and fundraising campaigns. Excellent analytical, inquisitive, and communication skills, including strong written and verbal skills. Ability to appropriately handle confidential and sensitive information with the highest professional and ethical standards. Demonstrated experience managing staff and building effective teams. Demonstrated success in providing excellent customer service. Ability to perform prospect research core functions with a high level of skill.

**Preferred Qualifications:**

Experience in Higher Education environment. Experience working in a major giving philanthropic environment.

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