

**Sr. Director of Development  
Georgia Perimeter College  
Decatur Campus**

**Job Description**

This position will work collaboratively with the Assistant Vice President for Development to implement and manage a fundraising and donor relations program for the Georgia Perimeter College. The Sr. Director has primary responsibility for identification, qualification, cultivation, solicitation and stewardship of donor prospects of \$50,000 and above.

**Responsibilities**

- Identify major, leadership and principle gift prospects, qualify their giving potential, assess the appropriate interest match within the college, and develop and implement strategies to optimize gift closures.
- Manage a portfolio of at least 125 major and principle gift prospects.
- Formulate strategies with the AVP for Development, and other key college and university personnel to establish college funding priorities and develop the College's campaign.
- Work with the AVP for Development and Dean to execute strategies to ensure the Georgia Perimeter College successfully achieves or surpasses its fundraising goals.
- Assist with the coordination and management of the College's Campaign Committee.
- Develop the Dean's Society Leadership Giving program to increase members, levels and peer solicitations.
- Assist in staffing the College's Board of Advisors, including but not limited to the Board's Standing Committees.
- Provide leadership and mentoring to the Development Director.
- Develop Perimeter College top corporate Alumni groups.

**Qualifications**

Bachelor's degree and two years of superior performance in face-to-face solicitation of gifts of \$50,000 or more or equivalent experience in a related field; or a combination of education and experience.

**Preferred Qualifications**

- Five years of experience in face-to-face solicitation of gifts of \$50,000 or more.
- Knowledge of software applications, such as Blackbaud Raiser's Edge and Queries, Blackbaud NetCommunity, SCT Banner.
- Ability to effectively communicate with a wide range of individuals and constituencies in a diverse community, including C-Suite Executives, University administrators and faculty.
- Proven ability to develop fundraising strategies and secure gifts from individuals, corporations, foundations and other private funding sources. Experience building public and private partnerships.
- Ability to recruit, train and work effectively with volunteers.
- Preference given to candidates with experience in a higher education setting.
- Excellent communication, interpersonal and presentation skills.