**Director of Development, Farmer School of Business**

**Miami University**

**Oxford, OH**

**Job Summary:** Job ID: 496297 - FT - Unclassified (salaried)

The Director of Development, for the Farmer School of Business, will help advance the mission of Miami University by managing the efforts of the School in planning, organizing, and implementing strategies to increase the level of personal involvement and financial commitment of donors and prospects to Miami University. This position will also be involved in developing new partnerships and strengthen existing relationships with corporate and foundation partners.

Miami University is a public university founded in 1809 with over 200,000 alumni and 20,000 enrolled students. These students major in over 120 different fields of study.

With its close proximity to the city of Cincinnati coupled with a nationally recognized excellence in undergraduate education there is a significant opportunity to increase all measures of support from alumni, friends, and corporate and foundation partners. As the university looks to embark upon its next comprehensive campaign, a robust and high functioning development team will play a critical role in the success of that effort.

The Farmer School of Business is a nationally ranked undergraduate business school with select regionally based graduate programs. Supporting over 43,000 alumni and 4,000 current undergraduate students the School provides eight majors and two co-majors ranging from Accountancy, Management and Finance to Marketing, Information Systems & Analytics and Entrepreneurship. The School launched a $250 million comprehensive capital campaign in 2016 and is seeking a talented development professional to help it achieve its goal.

The successful candidate may have the ability to be regionally based to cultivate a prospect pool primarily based in Central and Northeast Ohio.

**Duties:**

* Workclosely with the Dean, administrators, faculty and staff to develop a deep understanding of the strategic areas of importance and secure financial commitments from individual prospects in addition to corporate and foundation partners.
* Help to construct and execute specialized campaigns within the overall FSB Capital Campaign.
* Build and manage a portfolio of approximately 65 prospects for the School.
* Develop assessment, cultivation, solicitation, and stewardship strategies for assigned prospects with the Office of Development staff, and university faculty and administrators.
* Prepare and present gift proposals to prospects with the input and assistance of faculty, administrators, and deans, as well as other constituent and central development officers. Proposals may involve establishing multi-year commitments, as well as helping to facilitate gifts of real estate, personal property, securities, and gifts in wills, trusts, annuities and insurance.
* Coordinates with Corporate and Foundation Development team to ensure FSB is included in appropriate Miami University proposals from corporations and foundations.
* Encourage and coordinate involvement of alumni and friends through campus visits and regional events.
* Provides stewardship assistance for individual and corporate/foundation gifts to FSB.
* Perform other duties related to the mission of the Office of Development under the guidance of the Senior Associate Vice President for University Advancement.

**Basic Qualifications:**

Bachelor’s degree, minimum of three years of experience in development or fundraising, or comparable work experience; proven leadership techniques; outstanding oral and written communication skills; excellent organization skills and attention to detail; commitment to collaborative approach to fundraising; willingness to travel extensively both on a regional and national level and the ability to attend as scheduled evening and weekend events.

**Desired Qualifications*:***

Advanced degree; experience working in education setting.

Submit cover letter, resume and list of three references to:

<http://jobs.miamioh.edu/cw/en-us/job/496297/director-of-development-farmer-school-of-business>

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As part of the University’s commitment to maintaining a healthy and safe living, learning, and working environment, we encourage you to read Miami University’s Annual Security & Fire Safety Report at: [http://www.MiamiOH.edu/campus-safety/annual-report/index.html](http://www.miamioh.edu/campus-safety/annual-report/index.html), which contains information about campus safety, crime statistics, and our drug and alcohol abuse and prevention program designed to prevent the unlawful possession, use, and distribution of drugs and alcohol on campus and at university events and activities. This report also contains information on programs and policies designed to prevent and address sexual violence, domestic violence, dating violence, and stalking. Each year, email notification of this website is made to all faculty, staff, and enrolled students. Written notification is also provided to prospective students and employees. Hard copies of the Annual Security & Fire Safety Report may be obtained from the Miami University Police Department at (513) 529-2223. A criminal background check is required. All campuses are smoke- and tobacco-free.