

Date Posted: 08/06/12

**University of Houston
Graduate College of Social Work**

JOB OPPORTUNITY POSTING

- Job Title:** Development Director
- Employer/Agency:** Center for Public Policy Priorities
- Job Description:** The development director reports to the executive director and is part of the senior management team, which includes the associate director, manager of finance and administration, and communications director. With the executive director, the development director is responsible for securing and maintaining funding for the center, which has an annual budget of \$2 million.
- Qualifications:** We will consider candidates with varying levels of experience, but a minimum of three years of experience with increasing responsibility in development is required. While no candidate will have every desirable quality, the ideal candidate would have a track record of major donor development, experience in hosting fundraising events, and an ability to use development software and databases. The center uses Sage software; experience with Sage is a plus. A strong desire to be part of a policy institute working to improve the lives of low- and moderate-income Texans is essential.
- Salary/Hours:** Salary will be commensurate with experience. The center offers excellent benefits, including health insurance, dental insurance, life and long-term disability insurance, retirement, and generous vacation, leave, and holidays.
- Employer/Agency:** Center for Public Policy Priorities
Address: 702D Easy Wind Drive, Suite 200
City, State, Zip: Austin, TX 78752
- Telephone Number:** 512.320.0222
Email Address: developmentjob@cphp.org
- Application Method:** Email a cover letter explaining your interest and a resume with your qualifications to developmentjob@cphp.org by close of business on August 20. We will accept applications only by e-mail. All applications will be kept strictly confidential.
- Opening Date:** Applications will be accepted until August 20, 2012

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@sw.uh.edu with the hiring details of your new job opportunity. Thank you