

Date Posted: 01/15/13

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

JOB OPPORTUNITY POSTING

Job Title: Director, Corporate and Foundation Relations

Employer/Agency: University of Houston-Victoria

Job Description: University Advancement, University of Houston-Victoria. Reporting to the Vice President for University Advancement, the Director of Corporate and Foundation Relations will identify and pursue foundation and corporate funding opportunities that align with UHV's mission and advancement objectives. Primary duties: fosters a productive culture of giving among external donors; works closely with key stakeholders on major gifts; develops a solid understanding of and is able to articulate UHV's mission, programs, culture, and values; and is able to explain how giving can help to deliver the best outcomes for the individuals, families, and region served by UHV. Works collaboratively with and contributes to the overall success of the University Advancement team. Develops and manages a program for major gift prospecting and solicitation. Maintains and expands grant solicitations. Has technical knowledge of and experience in the overall advancement process, including donor and external relations. Frequent travel throughout community required.

Qualifications: Bachelor's degree in public relations, marketing, communication, business, or related field and (5) years related experience required; master's degree preferred. Proficiency with PC software applications in a Windows environment. Excellent writing and interpersonal skills, and ability to work with donors, ascertain needs, and identify appropriate actions.

Salary/Hours: Position is security sensitive and eligible for University benefits. Minimum Salary: \$50,000 (negotiable, depending upon experience and credentials).

Employer/Agency: University of Houston-Victoria
City, State, Zip: Victoria, TX

Contact Person: Laura Smith

Telephone Number: 361.570.4800
Fax Number: 361.580.5509
Email Address: smithl@uhv.edu

Application Method: Please submit a university application, cover letter, resume, and list of references online at <http://uhv.simplehire.com>

Opening Date: Immediate

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