



UNIVERSITY
of VIRGINIA

McINTIRE SCHOOL of
COMMERCE FOUNDATION

Position Title: Director of Major Gifts

The McIntire School of Commerce Foundation at the University of Virginia is seeking a collaborative, proven fundraiser to serve as the newly created Director of Major Gifts in the McIntire Advancement Office. The McIntire Advancement Team engages, cultivates, solicits, and stewards alumni, parents, friends, volunteers, and corporate partners around the world. Our approach is thoughtful, meaningful, and constituent-centric. The position requires frequent travel and diligent preparation and follow-up. Organization, initiative, flexibility, superior communication skills, and the ability to work both independently and in coordination with colleagues are vital to success in this position. We offer a fun, fast-paced, supportive, and flexible professional team.

The University of Virginia is one of the highest-ranked public universities in the United States, and the McIntire School of Commerce (www.commerce.virginia.edu) awards a Bachelor of Science in Commerce, and Master of Science degrees in the Management of Information Technology, Business Analytics, Commerce, Accounting, and Global Commerce. McIntire is recognized for excellence and innovation in undergraduate and graduate business education and scholarship. The McIntire School is dedicated to educating and inspiring students to become visionary leaders who shape global business with integrity, purpose, intercultural fluency, and a fundamental understanding of how commerce can contribute to the common good for all. We are committed to a policy of equal opportunity for all persons and welcome diversity in all forms. The Advancement Team and Foundation support the school and the mission of the school.

The Director of Major Gifts will manage a portfolio of donors and prospects and will identify, qualify, cultivate, solicit, and steward donors and prospects believed to be capable of making leadership and major gifts of \$100,000+ in support of the School and its \$250 million *Inspire the Next Century Campaign*. The Director will be expected to meet defined visit, proposal, and solicitation goals, and to work closely with team members, volunteers, and other stakeholders to achieve these goals. The Director will attend fundraising events and assist with donor stewardship. The McIntire Advancement Office offers a flexible and hybrid workplace. All team members must have access to and maintain a secure home office environment with high-speed internet service and work collaboratively with others using a variety of technologies and tools.

Qualifications

- Bachelor's degree and 5+ years of major gifts fundraising experience.
- Demonstrated success of soliciting and closing six-figure+ gifts.
- Experience in planned giving or estate planning is beneficial.
- Demonstrated knowledge, skills, abilities, and experiences that support a diverse workforce and inclusive environment.

- The proven ability to exercise discretion and good judgment; the ability to work well with a variety of diverse constituents; excellent written and verbal communication skills.
- The ability to work both independently and in coordination with colleagues is vital to success in this position.
- Ability to plan, develop, schedule, and manage multiple projects to completion with diligent preparation and follow-up and attention to detail.

Anticipated Hiring Range: \$110,000 – \$125,000

To Apply

Interested applicants should email their resume and cover letter to include their interest, knowledge, skills, abilities, or experience related to the position to Brandy Amos, Human Resources Coordinator at bamos@virginia.edu.

Review of applicants will begin April 4, 2022, and the position will remain open until filled.

The University of Virginia, including the McIntire School and the McIntire Foundation, are fundamentally committed to the diversity of our faculty and staff. We believe diversity is excellence expressing itself through every person's perspectives and lived experiences. We are equal opportunity and affirmative action employers.