

Director of UTC Mocs Club, Athletics

This position will develop and implement a plan to increase annual private support and unrestricted gifts to the UTC Mocs Club. Responsibilities include:

- Planning, facilitating and implementing annual giving to strengthen the Athletics program.
- Overseeing volunteer management, special events, and chapter system.
- Maintaining donor stewardship and administration of donor benefits.
- Developing and producing of marketing.
- Developing and maintaining website material.
- Directing calling programs.

Compensation competitive and commensurate with qualifications.

QUALIFICATIONS:

- Bachelor's degree required; Master's preferred.
- Minimum of two years' experience in managing and implementing fundraising initiatives including annual giving (emphasis on an athletic annual giving program), volunteer management, and special events.
- Fundraising database experience preferred.
- Must demonstrate ability to work on projects independently as well as within a team and prioritize projects.

Send cover letter, application, resume, transcript of the last degree awarded, along with names, addresses, and telephone numbers of three professional references to: UTC Office of Human Resources, Dept 3603, 615 McCallie Avenue, Chattanooga, TN 37403.

To obtain application click here:

http://www.utc.edu/Administration/HumanResources/Forms/documents/JobApplication_rev031411.pdf