

West Virginia University Foundation, Inc.
Major Gift Officer – Mountaineer Athletic Club

The West Virginia University Foundation, Inc., a non-profit specifically designated to aid, further and support the work and purposes of West Virginia University, is seeking an accomplished professional to join our fundraising team as a Major Gift Officer for the Department of Intercollegiate Athletics at West Virginia University.

The Major Gift Officer reports directly to the Director of Major Gifts and Capital Projects and is a member of the central Foundation development team as well as a member of the intercollegiate athletic staff. He or she will represent the entire range of WVU Athletic needs and priorities to alumni and friends within established geographic regions. Working closely with the constituent development staff, the Major Gift Officer will be responsible for building a portfolio of approximately 120 prospects and soliciting major and planned gifts at \$25,000 and higher. In addition, he or she must also conduct approximately 150 personal visits each year and must set proposal goals and dollar goals reflective of strategic activity and maturity of prospective pipeline.

Candidates must have a Bachelor's degree, Masters preferred. Three to five years of progressive development experience in athletic fundraising is required. Experience or knowledge of planned giving/financial planning concepts is also preferred. Strong written, verbal, organization, and interpersonal skills are required. Successful candidates will be self-motivated and possess the ability to work as a team member within a complex organization requiring collaboration, teamwork and communication. The position requires regional and national travel.

Screening of applications will begin immediately and will continue until the position is filled. Interested candidates should forward a letter of application and current resume via electronic mail to:

HR@WVUF.ORG

The WVU Foundation, Inc is an equal opportunity, affirmative action employer.