

Assistant Director of Development

Our Current Opportunity at Penn State Altoona (<http://recruitment.raise.psu.edu>)
As Penn State pursues a fast-paced and focused campaign, A Greater Penn State for 21st Century Excellence, a top frontline fundraiser is needed in the role of assistant director of development to engage alumni and friends as partners in supporting Penn State Altoona. Reporting to the Penn State Altoona Director of Development and working closely with the campus chancellor, as well as other partners and central development offices, this major gifts officer will:

- Identify and cultivate a prospect pool of graduates and other key constituencies,
- Plan and execute solicitation strategies leading to major gifts
- Travel extensively throughout the region and across the country to pursue these strategies and build enduring relationships, tracked to a fixed and appropriately aggressive set of fundraising metrics
- Articulate Penn State's needs, ambitions, and values, including diversity, equity, and inclusion, through excellent informal and formal communications, including written proposals.

Typically requires a Bachelor's degree or higher plus one year of related experience, or an equivalent combination of education and experience. The successful candidate will have:

- A track record of success in securing major gifts and meeting fundraising goals
- Exemplary interpersonal and communication skills
- A proven ability to self-motivate and work both independently and as part of a team
- Demonstrated knowledge of diversity, equity, and inclusion in higher education
- A dedication to and understanding of the skills required to build relationships with diverse communities
- A commitment to professional development, learning, and being mentored

Operation of a motor vehicle as part of the position's duties and a valid driver's license are required. Successful completion of a motor vehicle records check, in addition to standard background checks, is also required.

Penn State Altoona (<http://altoona.psu.edu>)

Penn State Altoona is a multi-campus, four-year college of The Pennsylvania State University in Altoona, Pennsylvania. Penn State Altoona cultivates a vibrant learning environment through excellence in teaching, research, and creative activities, and offers the advantages of an intimate college teaching environment with the readily available resources of a major research university. Situated in the beautiful Allegheny Mountains of Central Pennsylvania, Penn State Altoona offers 25 baccalaureate degrees, 6 associate degrees, and the first two years of more than 275 Penn State baccalaureate majors. The College is continuing to strategically expand its degree offerings. The campus community consists of roughly 3,200 students and more than 600 faculty and staff members. Penn State Altoona is located 40 miles from University Park, the flagship campus of Penn State, and our proximity affords individuals

the ability to interact easily with colleagues and presents many opportunities for mutual collaboration.

Philanthropy will have a special impact at Penn State Altoona. To support this success, more than \$25.5 million was raised by Penn State Altoona in the University's most recent major fundraising effort, For the Future: The Campaign for Penn State Students. In Penn State's current campaign, Penn State Altoona will secure support for an even more ambitious vision: raising \$38.7 million to be the premier campus college at Penn State, renowned for our innovative, high-quality programs, student-centered engagement in the undergraduate classroom and in cutting-edge research and creative activities, effective service to the academy, and purposeful outreach to the community.

A Greater Penn State for 21st Century Excellence (<http://greaterpennstate.psu.edu>) No institution offers a more powerful example of private support furthering the public good than Penn State, and the University is beginning a new effort that will allow us to fulfill our land-grant mission for a new era: A Greater Penn State for 21st Century Excellence. This strategic, five-year fundraising initiative reflects our commitment to the three core imperatives of a truly great public university:

- Open Doors: Private support can not only bring talented students from every background to Penn State--it can help them to graduate on time and on track to successful careers and lives.
- Create Transformative Experiences: Philanthropy will provide the opportunities--in our classrooms, on our campuses, and in the larger world--that let students and faculty discover their full potential and make a difference.
- Impact the World: With the visionary gifts of alumni and friends, we can tackle the world's most pressing problems--and solve them.

Last year, donors inspired by the campaign's vision made \$365.7 million in new commitments, an all-time fundraising record for the second year in a row. This also marks the third year in a row that Penn State has exceeded the \$300 million mark in a given fundraising year.

Much work remains ahead if the campaign is to reach its five-year, \$1.6 billion goal. The Division of Development and Alumni Relations has established an innovative, performance-based incentive plan that enables employees to earn a bonus of up to 9 percent of their base salary in each remaining year of the campaign.

The ambition of the campaign is great, but no greater than the spirit and generosity of our supporters. A Greater Penn State for 21st Century Excellence is an opportunity for our alumni and friends to contribute to the University's future and to the future we all share.

Building a Career and a Life at Penn State (<http://psu.edu>) With one of the most respected development and alumni relations operations in the country, Penn State is one of only a dozen public institutions nationwide to complete a \$2 billion fundraising campaign, and our alumni association is the largest dues-paying organization of its kind in the world. Learn more at <http://raise.psu.edu>.

Penn State is ranked among the top 100 universities in the world by the Time Higher Education University Rankings, the Center for World University Rankings, and the Academic Ranking of World Universities. Read about Penn State's success at <http://psu.edu/this-is-penn-state>.

This position is based at the Penn State Altoona campus. Nestled in the stunning expanse of the Allegheny Mountains of central Pennsylvania, Altoona has a storied railroad heritage and features several railroad attractions and cultural experiences. Downtown Altoona is in the midst of a period of renewal and revival that has been spearheaded by the expansion of Penn State Altoona's Downtown Campus and the recent openings of a number of new businesses. Altoona also features a historic theater for the arts, a business incubator, an amusement park, a minor league baseball stadium, and a variety of other cultural, artistic, and recreational venues and activities. To discover why residents love this region, visit <http://www.explorealtoona.com/our-communities/altoona> <http://www.abcdcorp.org/>.

Penn State is also committed to ensuring that diversity, equity, and inclusion are central to the success of a world-class research institution. We are concerned uniquely with the institutional change required for visioning and realizing a more socially just University. Learn more at <http://equity.psu.edu/diversity-resources>.

As Penn State employees, development professionals receive excellent medical, dental, and vision coverage; retirement contributions and plans; substantial tuition discounts for themselves, their spouses and domestic partners, and their unmarried children; and access to life and long-term care insurance. To find details about working at Penn State, please visit: <http://psu.jobs>

To Apply (<https://apptrkr.com/1680288>)

If you have questions about your future with Penn State's Office of University Development, please contact Karen Mothersbaugh, Talent Acquisition Specialist, at karenm@psu.edu.

CAMPUS SECURITY CRIME STATISTICS: For more about safety at Penn State, and to review the Annual Security Report which contains information about crime statistics and other safety and security matters, please go to <http://www.police.psu.edu/clery/>, which will also provide you with detail on how to request a hard copy of the Annual Security Report.

Penn State is an equal opportunity, affirmative action employer, and is committed to providing employment opportunities to all qualified applicants without regard to race, color, religion, age, sex, sexual orientation, gender identity, national origin, disability or protected veteran status.