



TOUGALOO COLLEGE
TOUGALOO, MISSISSIPPI 39174

NOTICE OF JOB OPENING

TOUGALOO COLLEGE SEEKS: A DIRECTOR OF CORPORATE AND FOUNDATION RELATIONS

To lead and implement the Corporate Grants and Foundation fund raising programs for Tougaloo College. To work collaboratively with other members of the Office of Institutional Advancement team to plan and implement a comprehensive corporate and foundation fund raising and development program that addresses the current and future needs of the College.

Position Summary:

The Director of Corporate and Foundation Relations must be a disciplined self-starter who regularly sets and achieves work goals; is a highly motivated individual who is able to work independently and function as a key member of the College development and advancement team; is able to manage multiple responsibilities; and possess flexibility with the ability to work under stress to meet deadlines. Successful candidate must also be able to identify, cultivate, solicit and steward corporations, corporate foundation and private foundations that currently support, or are capable of supporting Tougaloo College with major gifts to support the capital campaign, special projects, and the strategic goals and direction of the College.

Experience/Qualifications:

Minimum baccalaureate degree; advanced degree is preferred, with at least five years of relevant experience in corporate and foundation fund raising/development. CFRE certification is a plus. The successful candidate will possess the ability to conceptualize, write and secure grants to support the strategic goals of the College, with verifiable track record of success in writing, completing, submitting and securing corporate and foundation grants and contributions of \$25,000 or more. Need demonstrated proficiency in MS Word and Raiser's Edge software.

Date of Position Opening:

July 23, 2009

Application Deadline:

August 12, 2009

Salary:

Commensurate with Experience

Send fax to:

**Tougaloo College
Attention: Director of Human Resources
(601) 977-7866**

ALL APPLICANTS WILL BE CONSIDERED WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE, MARITAL OR VETERAN STATUS; MEDICAL CONDITION, DISABILITY; OR ANY OTHER LEGALLY PROTECTED STATUS.

TOUGALOO COLLEGE AN EQUAL OPPORTUNITY EMPLOYER