

Leadership Giving Officer
Massachusetts Institute of Technology

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Posted Mar. 22, 2019, set to expire Jul. 22, 2019

Job Title Leadership Giving Officer
Department Aeronautics and Astronautics
<https://aeroastro.mit.edu>
Institution Massachusetts Institute of Technology
Cambridge, Massachusetts

Date Posted Mar. 22, 2019

Application Deadline Open until filled
Position Start Date Available Immediately

Job Categories Professional Staff

Academic Field(s) Alumni Relations
Finance/Investment Management
Institutional Advancement

Job Website <https://aeroastro.mit.edu/about/employment>

Apply Online Here https://careers.peopleclick.com/careerscp/client_mit/external/jobDetails/jobDetail.html?jobPostId=121361

Apply By Email

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**Job
Description**

LEADERSHIP GIVING OFFICER, MIT Department of Aeronautics and Astronautics, to create and execute a comprehensive strategic development plan designed to raise awareness, strengthen relationships, and garner financial support for AA's initiatives and academic programs. Responsibilities include collaborating with the AA department head, faculty, investigators, and communications staff to promote AA and establish a thriving community of philanthropic and industry partnerships that support research collaboration, resource development, and recruitment opportunities; and building, managing, and collaborating on a portfolio of donors and industry prospects by arranging faculty events, creating materials and disseminating AA-related content and collateral, and taking part in strategically organized donor/industry partner/prospect site visits. In addition to securing support for capital projects and other departmental priorities, will have a particular focus on fund-raising for initiatives that impact diversity. Will report jointly to the head of the Aeronautics and Astronautics and the School of Engineering's assistant dean for development.

Job Requirements

REQUIRED: bachelor's degree, preferably in an engineering or scientific field; three years of direct fund-raising experience, preferably in higher education; excellent interpersonal, organizational, project management, and communication skills; experience crafting and presenting content to large groups; ability to manage multiple projects with confidentiality and discretion; and high-level computer proficiency with prospect management or other CRM systems. A proven record of successful cultivation and solicitation of six-figure gifts is highly desirable.

There will be approximately 20% travel time, both regionally and out-of-state. Occasional evening and weekend hours will also be required.

To apply, visit MIT Careers and select "Apply Now" to submit your cover letter and resume to Job Number 17062.

EEO/AA Policy

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MIT is an equal employment opportunity employer. All qualified applicants will receive consideration for employment and will not be discriminated against on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, ancestry, or national or ethnic origin.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

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