

**Donor Experience Officer  
Worcester Polytechnic Institute**

Direct Link: <https://www.AcademicKeys.com/r?job=250838>

Downloaded On: Dec. 25, 2024 12:36pm

Posted Dec. 24, 2024, set to expire Apr. 19, 2025

|                             |                                                                       |
|-----------------------------|-----------------------------------------------------------------------|
| <b>Job Title</b>            | Donor Experience Officer                                              |
| <b>Department</b>           |                                                                       |
| <b>Institution</b>          | Worcester Polytechnic Institute<br>Worcester, Massachusetts           |
| <b>Date Posted</b>          | Dec. 24, 2024                                                         |
| <b>Application Deadline</b> | Open until filled                                                     |
| <b>Position Start Date</b>  | Available immediately                                                 |
| <b>Job Categories</b>       | Professional Staff                                                    |
| <b>Academic Field(s)</b>    | Institutional Advancement                                             |
| <b>Apply Online Here</b>    | <a href="https://apptrkr.com/5888591">https://apptrkr.com/5888591</a> |

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**Job Description**

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**JOB TITLE**

Donor Experience Officer

**LOCATION**

Worcester

**DEPARTMENT NAME**

Leadership Giving

**DIVISION NAME**

Worcester Polytechnic Institute - WPI

**JOB DESCRIPTION SUMMARY**

## Donor Experience Officer Worcester Polytechnic Institute

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The Donor Experience Officer (DXO) is a dynamic and results-driven communicator who is passionate about building relationships and supporting the growth of a generous community. Working as part of the Leadership Giving team, the DXO will use digital communication tools to connect with donors, express gratitude, raise funds, conduct research, and engage non-financial supporters. The primary focus of this role is to retain and upgrade mid-level donors, while also acquiring new donors from engaged non-donors.

This is an Associate Director-level position with a portfolio of approximately 1,500 people, and a variety of responsibilities, including donor engagement, research, and content creation.

Applicants must have demonstrated experience working in and fostering a diverse and inclusive workplace and/or commitment to do so as an employee at WPI. Please use this one.

### **JOB DESCRIPTION**

#### Responsibilities:

- **Donor Engagement and Solicitation:** Engage and solicit donations from donors within a portfolio, using digital communication tools to renew and acquire annual contributions.
- **Research and Reporting:** Conduct research on donor groups using data and qualitative methods. Prepare and present findings to inform fundraising strategies.
- **Content Creation and Opportunity Curation:** Develop and adapt fundraising content to fit different platforms and audiences, ensuring it aligns with organizational goals.
- **Collaboration:** Work closely with teams in Donor Relations, Stewardship, Communications, and Annual Giving to ensure coordinated efforts.
- **Diversity, Equity, and Inclusion:** Ensure all communications reflect the university's commitment to diversity, equity, and inclusion, and stay consistent with the university's brand.
- **Continuous Learning:** Keep up to date with best practices in fundraising, donor engagement, and digital communications, and apply new tools and tactics where appropriate.
- Other duties as assigned.

#### Requirements:

- 0-3 years of relevant experience (fundraising, sales, communication, or admissions). Education can substitute for some experience.
- Bachelor's degree required.

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Salary: \$71,800 - \$87,000. WPI's [benefits package](#) includes a robust retirement match, wellness perks, tuition assistance and more!

### **FLSA STATUS**

United States of America (Exempt)

**WPI is an Equal Opportunity Employer that actively seeks to increase the diversity of its workplace. All qualified candidates will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability. It seeks individuals with diverse backgrounds and experiences who will contribute to a culture of creativity, collaboration, inclusion, problem solving, innovation, high performance, and change making. It is committed to maintaining a campus environment free of harassment and discrimination.**

**To apply, visit:** [https://wpi.wd5.myworkdayjobs.com/en-US/WPI\\_External\\_Career\\_Site/job/Worcester/Donor-Experience-Officer\\_R0003037](https://wpi.wd5.myworkdayjobs.com/en-US/WPI_External_Career_Site/job/Worcester/Donor-Experience-Officer_R0003037)

### **About WPI**

WPI is a vibrant, active, and diverse community of extraordinary students, world-renowned faculty, and state of the art research facilities. At WPI, we have competitive and comprehensive benefits, including health insurance, long-term care, retirement, tuition assistance, flexible spending accounts, work-life balance and much more.

### **Diversity & Inclusion at WPI**

WPI is committed to creating an inclusive workplace where everyone feels valued and respected; a place where every student, faculty and staff member can be themselves, so that they can study, live, and work comfortably, to reach their full potential, and make meaningful contributions in order to meet departmental and institutional goals. WPI thrives on innovative practice and welcomes diverse perspectives, insight, and people from diverse lived experiences, to enhance the community environment and propel the institution to the next level in a competitive, global marketplace.

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**Contact Information**

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

**Contact**

N/A

Worcester Polytechnic Institute

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