

Senior Director Gift Planning Tufts University

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Posted Jan. 15, 2024, set to expire Dec. 31, 2024

Job Title	Senior Director Gift Planning
Department	
Institution	Tufts University Medford, Massachusetts
Date Posted	Jan. 15, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Institutional Advancement
Job Website	https://jobs.tufts.edu/jobs/20058?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

Tufts University Advancement Division seeks a dynamic, experienced development professional to serve as Senior Director, Gift Planning.

Tufts University Advancement Division (UA) is a comprehensive development and alumni engagement enterprise with a staff complement of approximately 200 full time employees. Units within UA include development/fundraising, alumni engagement, stewardship and donor relations, special events, gift processing, research and prospect management, gift planning, corporate and foundation relations, and information systems and management. UA's mission is to build strong relationships with Tufts University's constituents, match donor interests with the University's needs and priorities, and secure the financial resources necessary for Tufts to achieve excellence in teaching, research and scholarship. The Division is strongly committed to serving the academic agenda of the University and creating a culture of philanthropy in the extended Tufts community. Integrity, collegiality, diversity, accountability, mutual trust and respect for the individual, as well

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as the intentions of our donors, are the values that guide the work of the Division.

The Gift Planning Team

The Gift Planning team at Tufts University works with donors and their advisors to integrate their charitable interests into their estate plans and to facilitate the receipt of realized bequests. Examples of these gift vehicles are charitable remainder trusts, charitable gift annuities, pooled income funds, bequests, and gifts of retirement plans. In addition, this team works with gifts of complex assets such as real estate, art, and business interests. This eight-member team includes five frontline gift planning fundraisers, two individuals who manage the administration of the university's life income gift program and realized bequests, and an administrative assistant who supports the team.

We are seeking an individual to lead this team who has significant experience soliciting and closing planned and complex asset gifts, excellent written and oral communication skills, a high customer-service orientation, management experience, and the ability to cultivate collegial and productive relationships with donors, their advisors, and internal partners across the university.

What You'll Do

Reporting to the Associate Executive Director, University Advancement, the Senior Director, Gift Planning provides strategic leadership in design, development and execution of comprehensive planned giving programs across the university that generates donor interest and support primarily through current and future planned gifts. The Senior Director directs identification, cultivation and solicitation of planned giving prospects and oversight of gift planning strategies, financial and estate planning, tax law and real estate. This role develops marketing and communications strategies. The Senior Director also manages hiring, training and development of staff, students and volunteers. This frontline fundraiser role is accountable for meeting team fundraising goals and managing a portfolio of prospects.

What We're Looking For

Please include a cover letter with your application.

Basic Requirements:

- Knowledge & Skills as Typically Acquired Through Bachelor's Degree and 10 Plus Years of Related Experience.

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- Proven track record and experience managing a significant portfolio of planned gifts as well as gifts of complex assets.
- Experience managing staff in a leadership role.
- Advanced technical expertise in estate planning, tax law and/or real estate.
- Advanced degree/law degree preferred.

Pay Range

Minimum \$149,800.00, Midpoint \$187,250.00, Maximum \$224,700.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

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

Contact

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