

# Director of Planned Giving

The University of South Dakota Foundation is seeking a Director of Planned Giving. The Director of Planned Giving builds relationships with individuals connected to the University for the purpose of cultivating, soliciting, and securing major and planned gifts for the benefit of the University. The Director of Planned Giving envisions, manages, and implements a creative program for prospects and donors interested in legacy giving.

## Responsibilities:

- Work closely and collaboratively with the Executive Director of Philanthropy and other members of the development staff; meet annual and longer-term program and fundraising goals. Develop annual fundraising plan for the planned giving program, including goals, strategies and benchmarks; lead the implementation of the plan.
- Serve as the key point person and specially-trained staff colleague in the area of planned giving, sharing advice, good counsel, and professional leadership for all aspects of a comprehensive planned giving program; including but not limited to: managing a prospect portfolio; creating and delivering seminars on planned and deferred giving locally and nationally; implementing key marketing initiatives related to planned giving; teaming with colleagues working toward gift closure; advancing interest and growing enrollment in the Rawlins Society; interfacing with professional fund managers; and managing the planned giving budget.
- Spend at least 50% of his/her time in the field with prospective donors; actively engage and participate in the team's prospect review process.
- Work closely and collaboratively with the members of the entire development staff, and as required, the President and executive staff, including in-house legal counsel, members of the Board of Trustees, senior administrators, and faculty, to accomplish annual and longer-term fund-raising and planned giving goals.
- Provide leadership for developing and carrying out fund-raising efforts in strategic demographic areas/regions and support the constituent engagement opportunities associated with those regions.
- Grow in professional expertise; participate in professional organizations, attend pertinent local, regional, or national continuing education meetings; read and interpret supportive professional publications.
- Specific and inter-related collaborative duties as assigned that support the overall work of the foundation.
- Enhance donor gift planning and giving by remaining current in areas of gift possibilities available through the University of South Dakota Foundation and the current laws and regulations governing such gifts.
- Execute the engagement strategy through integration of annual giving, marketing, and stewardship.
- Provide analysis of existing programs and develop a comprehensive and measurable strategy to build and maintain a culture of engagement through successful implementation.
- Assure donor confidentiality as well as the confidentiality of the projects undertaken by the University of South Dakota Foundation by conducting all personal communication with donors in a professional manner.
- Other duties as assigned.

## Qualifications

- Bachelor's degree from an accredited college or university.
- Five or more years of experience in successful relationship building with prospects, volunteers, and board members, or demonstrated aptitude to be successful in face-to-face fundraising.
- Five or more years of experience in planned giving, preferably in higher education or similar environment, with a verifiable record of success.
- Extensive knowledge of complex gifts: estates and trusts, charitable gift annuities, charitable remainder trusts, charitable lead trusts, gifts of real estate, gifts of closely held securities; gifts of life insurance, gifts in kind, tangible and intangible gifts, and charitable distributions of IRAs, 401K and 403b retirement plans.
- Demonstrated ability to carry out effective prospect identification and assessment, engagement and cultivation, solicitation and stewardship.
- Consideration may also be given to applicants with limited foundation or fundraising experience but possess business or legal backgrounds that have equipped them with expertise on trusts, annuities, and other types of sophisticated planned giving vehicles.

## Company offers:

- Competitive salary
- Health Insurance
- Life insurance
- Disability insurance
- 403b matching
- Paid vacation

The University of South Dakota Foundation has come a very long way since its humble origin in 1922, providing increasing resources for the development of South Dakota's flagship university. Since the turn of the 21st Century, the Foundation has been a major player in more than \$250 million of campus improvements and millions more for student aid, faculty support, and other operating needs.

The mission of the University of South Dakota Foundation is to inspire investment in the University of South Dakota by promoting a culture of leadership, empowerment, and accountability. Our team members are passionate about servant leadership, innovation, and collaboration. We are constantly striving to improve ourselves in an effort to better support the University of South Dakota. If you are a leader who thrives in a data-driven environment, you might be the right fit for this position.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, national origin, citizenship, age, disability, veteran status, genetic information, marital status or other protected status.

Submit cover letter and resume to Joe Hoose at [careers@usdfoundation.org](mailto:careers@usdfoundation.org)