



Concordia
UNIVERSITY • SAINT PAUL

275 Syndicate Street North
St. Paul, MN 55104-5494
651-641-8846 or fax 651-641-8782

Date of Notice: August 23, 2011

**Announcing the Availability
of the Following Position:**

Director of Annual Fund

In the Department of University Advancement

Position Responsibilities: The director will have responsibility for the development and implementation of strategies and tactics to meet unit and university goals for the annual fund. This will include direct mail, call center and direct personal requests for annual fund gifts.

Qualifications:

- Commitment to the [mission and values](#) of a Lutheran University
- Minimum of bachelor's degree preferred
- 5+ years hands on experience with operations in call centers, telemarketing and/or annual fund programs is required
- 1+ year experience in management of an educational annual fund program is required

Additional Information:

Classification Level:	Salaried
Full Time Equivalent:	100%
Benefit Eligibility:	Full benefits
Salary Range:	Negotiable
Application Deadline:	September 6, 2011 or until position is filled

Please send a letter of interest and a current resume to:

Via e-mail (preferred): humanresources@csp.edu

Via postal mail: **Human Resources
Concordia University
275 Syndicate Street North
St. Paul, MN 55104-5494**

Via facsimile: **651-641-8782**

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or learn more about Concordia University-St. Paul at <http://www.csp.edu/>