MARIST

ADMINISTRATIVE POSITION OPENING IN THE DEPARTMENT OF COLLEGE ADVANCEMENT

Marist College, located in New York's historic Hudson River Valley, invites applications and nominations for:

Director of Foundation and Corporate Relations

We are actively looking for a Director of Foundation and Corporate Relations. The position is an integral member of the Advancement team. The ideal candidate will have between three and five years' experience in the development field and demonstrated skill in researching and developing funding proposals for foundation, corporate and government sources in a Major Capital Campaign effort. This position requires strong verbal and written communication skills; excellent interpersonal skills; the ability to handle confidential information; and strong analytical and organizational skills. A Bachelor's degree is required, master's degree preferred.

This position is responsible for acquiring external funding through development and implementation of appropriate strategies for identifying, cultivating, soliciting, and stewarding foundations, corporations, and government agencies for support of Marist's institutional priorities.

Marist College is a comprehensive, independent, liberal arts institution known for its excellence in teaching. It is located in Poughkeepsie, New York midway between Albany and New York City. The College enrolls 4,400 full-time undergraduate and 850 graduate students.

Marist College is strongly committed to the principle of diversity. We are especially interested in receiving applications from members of ethnic minorities, women, disabled individuals and other under-represented groups.

Review of resumes will begin immediately and continue until the position is filled. To apply, please visit our on line application system at: http://jobs.marist.edu. We accept on-line applications only.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

TO LEARN MORE ABOUT US AND TO SEE DETAILS ON ANY OPEN POSITION, PLEASE VISIT US AT:

www.marist.edu/humanresources/employ.html

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