**Title:** Director of Foundation and Corporate Relations

**Office/Department:** Development

**Description:** This position will be responsible for raising philanthropic support by building and fostering relationships between foundations, corporations, and Grove City College. This includes managing deadlines that include a schedule for identifying new potential supporters, writing and submitting proposals, and preparing impact reports. This position will collaborate with faculty, the President, the Vice President for Advancement and other members of the administrative to develop proposals related to strategic initiatives and priorities. Additionally, this position will analyze changes in funding support over time and track funding trends.

**Requirements:** This position requires a bachelor’s degree in a related field and five (5) years of related fundraising experience . In addition, the successful candidate must have excellent oral and written communication skills. Must be a team player and possess strong organizational and computer skills. Must be willing to travel on occasion. A strong, demonstrated understanding of and commitment to the mission and vision of Grove City College is essential

Interested candidates should send their letter of interest, resume, names of three professional references, and salary requirements to: Mrs. Jamie N. Kimble, Associate Director of Human Resources at [employment@gcc.edu](mailto:employment@gcc.edu)