



## **Associate General Manager / Director of Development**

### **This is a Career Defining Job**

Boise State Public Radio seeks an individual with a successful history of securing and closing major gifts. The winning candidate produces revenue and leads a development team, sets its goals, oversees its financial reporting, and performs strategic analysis and planning for all of the station's fundraising revenues.

The Associate General Manager/Director of Development must be an articulate, passionate communicator and skillful writer. A documented track record of raising gifts above \$25,000 is expected, as well as the ability to build donor relations rapidly. He/she must have exemplary leadership abilities and be at ease coaching and mentoring team members and volunteers to reach their optimal fundraising potential.

### **Exemplary Service**

Serving as the cultural, intellectual and civic hub for its listeners, and as their primary source for public radio, the station programs two content streams: NPR news and information, complemented by a vibrant, award-winning local news team; and music, primarily classical and jazz. Through its 30-year history as a broadcasting service of Boise State University, it has grown into a 21-station network covering two-thirds of the state and reaching over 1 million of the state's potential audience. Boise State Public Radio's administrative offices will be soon moving into a state-of-the-art broadcast center, located just off of the Boise State University campus.

### **An Ideal Climate**

Boise, Idaho, the Pacific Northwest's third largest city, is the capital of the state and is a thriving, lively community located along the Boise River and nestled against foothills of the Rocky Mountains. With a great variety of arts and cultural events, Boise also offers an array of outdoor activities that suit its mild, dry climate and wide range of landscapes--desert, rivers, mountains and lakes.

## **RESPONSIBILITIES:**

Prospect Identification - Expands and refines the pool of major donors and connecting individuals to the mission of Boise State Public Radio.

Cultivation – Connects potential and current donors with Boise State Public Radio’s funding priorities through visits and pairings with volunteer leadership and the General Manager.

Solicitation - Arranges and guides every aspect of the asking process with individuals, foundations and federal/state/local governmental sources, whether the solicitation is done by another or the director him/herself.

Stewardship – Oversees proper acknowledgment and sustained communication with donors.

Supervision – Oversees the development and membership staff’s work in membership, grants, corporate support, and entrepreneurial activities.

## **TRAITS, CHARACTERISTICS AND SKILLS:**

Understanding the mission of public radio, its role in the community and how it contributes to an engaged society, is a necessary attribute, as the Associate General Manager/Director of Development will be expected to be communicate the station’s core values to various constituencies within the region.

## **EXPERIENCE AND EDUCATION:**

The ideal candidate will have eight years in similar type of position including three years of management experience, a Bachelor’s degree. A CFRE is desired but not required. Candidates must be comfortable with a flexible work schedule, including considerable evening and weekend work. Salary range: \$68,000-\$75,000 per year, plus an excellent benefits package. To apply, submit a cover letter and resume that includes employment history and 3 professional references with contact information. E-mail application materials to [bmicone@boisestate.edu](mailto:bmicone@boisestate.edu) or mail to Betsy Bearden-Micone, Boise State Radio, Search #PG0015-90, Boise State University, 1910 University Drive, Boise, ID 83725-1915.

## **Associate General Manager/Director of Development**

Contact: MajorGiving.com

Consultants in Transformative Philanthropy

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Boise State University is strongly committed to achieving excellence through cultural diversity. The University actively encourages applications and nominations of women, persons of color, and members of other underrepresented groups. EEO/AA Institution, Veterans preference.