

ANNOUNCEMENT OF VACANCY

POSITION: Vice President for Institutional Advancement

APPLICATION DEADLINE: Screening of applicants will begin March 31, 2008 and will continue until the position is filled

SALARY RANGE: Salary is competitive and commensurates with qualifications and experience

MAJOR RESPONSIBILITIES:

The Vice President for Institutional Advancement reports directly to the President and provides leadership and support to advance the University's vision, mission and strategic plan. The Vice President is a member of the President's Cabinet and serves on the Executive Council. The Vice President for Institutional Advancement serves as the Executive Director of the Albany State University Foundation.

The Vice President is the Chief Planning Officer and is responsible for planning and coordinating the University's image and marketing initiative; overseeing strategic planning and budgeting as well as providing operational leadership for all advancement offices including: development, sponsored research, alumni affairs, special events, institutional research and planning, major gifts, planned giving, annual fund, governmental relations, etc.; coordinating staff organization and functions; designing cultivation and solicitation strategies, designing and implementing all fund raising activities including special, annual, donor, corporate and foundation programs; working with volunteers in support of the University's initiatives; and, working with the Foundation Board on planning and recommending future activities to the President.

QUALIFICATIONS:

Applicants for the position should possess an earned Doctorate degree. Must have outstanding organizational and communication skills. Must be a creative thinker and have the ability to interact with diverse groups. Prior experience preferably at an institution of higher learning and/or agency required. Must have the flexibility to travel frequently. An understanding of the issues in higher education desired. Must be highly motivated and a self-starter. Grant proposal writing experience desired.

THE INSTITUTION:

Albany State University is a fully accredited senior unit of the University System of Georgia. Employees receive all benefits provided by the University System, including hospital and major medical insurance, group life insurance and participation in the Georgia Teachers Retirement System, Optional Retirement Plan and Social Security.

APPLICATION:

Current federal law requires identification and eligibility verification prior to employment. Only U.S. citizens and aliens authorized to work in the United States may be employed. Persons interested should submit an application, resume and official transcripts to:

**Human Resources Management
Albany State University
504 College Drive
Albany, GA 31705**