



Development Director, Flathead Lake Biological Station

Job Description

Would you like to work at our world-renowned ecological research station on the shores of beautiful Flathead Lake while being part of a collaborative development team at the University of Montana Foundation in Missoula?

Would you enjoy inspiring donors to keep Flathead Lake pristine, to provide field-based classrooms for all levels of education, and to make environmental science accessible to the local and global community? In this role, you would enjoy a compelling mission, dedicated donor base, and the University of Montana Foundation's excellent benefits including:

- Competitive salary
- Retirement 403(b) contribution of 11%
- Generous time off: 4 weeks of vacation, 12 days of sick leave, and 12 days of holiday leave
- Paid parental leave of 4 weeks for new parents
- Short-term and long-term disability pay protection
- Medical, Dental, Vision, wellness program and more
- Opportunities for a partially remote work arrangement each week

Responsibilities

- In coordination with the director, faculty, and staff of the Flathead Lake Biological Station, develop an understanding of and an ability to articulate the mission, values, and fundraising priorities of the Flathead Lake Biological Station
- Build relationships with prospective and current major donors (giving \$25,000+), with frequent travel around Montana and occasional out-of-state travel
- Develop, implement, and document identification, cultivation, solicitation, and stewardship strategies for donors
- Write and present gift proposals that reflect the Flathead Lake Biological Station's values and fundraising priorities
- Inspire and coordinate the participation of the director, faculty, staff, and volunteers in fundraising activities
- Work in collaboration with UM Foundation colleagues in departments including Development, Marketing/Communications, Gift and Fund Administration, and Prospect Research

Requirements

This position requires a bachelor's degree and a minimum of one to three years of dedicated fundraising experience, with a working knowledge of the principles of major gift fundraising.

The position requires an ability to work from the Flathead Lake Biological Station, located at Yellow Bay on the east shore of Flathead Lake near Polson, Montana, and/or the University of Montana Foundation office in Missoula, Montana (80 miles apart) with opportunities to work partially remotely each week.

How to Learn More and Apply

Questions about the opportunity or salary range? Contact Erin Keenan, Assistant Vice President of Development at the UM Foundation, at erin.keenan@supportum.org.

Learn more about this position and the University of Montana Foundation, and apply [here](#).