

**ADMINISTRATIVE PROFESSIONAL POSITIONS MUST QUALIFY FOR ONE OF THE EXEMPTION CRITERIA SET FORTH IN RCW 41.06.070.**

**ADMINISTRATIVE PROFESSIONAL  
Benchmark Job Class  
Director of Development Senior 3 / 1512**

**Function and General Scope**

The Director of Development Senior 3 is responsible for developing, implementing, and administering the college's/area's development efforts to support the unit's fundraising operation while managing a larger development team. Responsibilities include developing methods to accomplish fundraising goals, leading and directing a development team in support of philanthropic activities, and planning and conducting public contact programs designed to promote the public's understanding of a unit's activities and research with the aim of cultivating donors and raising philanthropic gifts. These efforts may include, but are not limited to annual giving, major gift development, corporate and foundation relations, and planned gift identification and advancement. The Director of Development Senior 3 has a personal minimum annual fundraising responsibility of \$2,500,000.

**Classification Requirements (Minimum Qualifications)**

A Bachelor's degree and seven (7) years of progressively responsible full-time professional fundraising or consultative sales experience within a complex organization, which includes at least five (5) years as a unit director or equivalent leadership experience and demonstrated success in face-to-face solicitations of gifts of \$100,000 or more. A Master's degree in a related field may be substituted for up to one (1) year of the required experience.

Consultative sales are defined as the sale of real estate, industrial equipment, vehicles, custom services, or bulk commodities, which include long term relationships between salespeople and clients. Consultative sales positions are typically compensated on a commission basis and have the authority to negotiate the terms and conditions of individual sales with customers.