



Boyden Executive Search Contact

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Position Summary

The Director of Development, Gift Planning will secure philanthropic support for Georgia Tech by identifying, cultivating, soliciting, and stewarding planned gifts from individuals and organizations. This role requires expertise in a variety of gift planning methods and techniques, as well as knowledge of diverse funding assets, including cash, publicly traded stock, municipal bonds, real estate, privately held stock, personal property (such as art), and life insurance. The Director will design and implement strategies to engage prospective donors, tailoring gift plans to meet both donor interests and the needs of the Institute.

The Director of Development, Gift Planning will collaborate closely with Office of Development executives and officers, Institute executives and officers, faculty, alumni, and other potential donors and staff. This position will advise and counsel development executives and officers on matters related to gift planning and philanthropic strategy. The Director will play a key role in fostering long-term relationships with donors and ensuring the effective stewardship of planned gifts. This role will maintain an active portfolio of approximately 40–50 prospects, cultivating relationships and guiding donors through sophisticated planned giving opportunities

This position will interact on a regular basis with Institute and Office of Development leadership, faculty, alumni, potential donors, and staff.

Responsibilities

- Participate in development and implementation of marketing plans to promote planned gifts; prepare presentations and other materials describing tax-wise ways of giving.
- Identify and cultivate planned giving prospects, working in concert with major gift officers.
- Prepare illustrations and proposals for planned gifts; work with donors and their professional advisors in completing and documenting planned gifts.
- Provide stewardship of planned giving donors through regular visits and ongoing communication in coordination with major gift officers assigned.
- Provide information, training and orientation on tax-wise gifts to members of the Development staff and external constituencies.
- Work in partnership with GT's planning giving legal counsel in coordinating gift planning legal issues.
- Perform other duties as assigned.

Knowledge, Skills & Abilities

- Flexibility in work hours and willingness to travel as required for project delivery and client needs.
- Bachelor's degree or Law degree preferred, due to the complexity of client shift schedules and project requirements.
- Expertise in personal financial planning and estate and trust administration, particularly as applied within a fundraising environment.

- Strong marketing and communications skills.
- Excellent organizational and administrative abilities.
- Proficiency in the use of office-related computer applications.
- Demonstrated ability to work effectively within a team environment.

Required Qualifications

- Bachelor's degree or equivalent combination of education and experience.
- Six to eight years of job-related experience.

Preferred Qualifications

- Master's Degree or Law Degree.

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About Boyden

Established in 1946, Boyden pioneered the first organized approach to executive search. Boyden has a network of more than 350 professionals in over 75 offices in 45 countries. Worldwide, the Boyden culture is based on professionalism, integrity, high personal partner involvement, and a commitment to exceed client expectations.

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