

Position Announcement



**Director of Corporate and Foundation
Relations**

Fayetteville State University

Fayetteville, North Carolina

Reports To

Vice Chancellor of University Advancement

**Organization
Profile**

Located in Fayetteville, North Carolina, Fayetteville State University (FSU) is a Historically Black College and University and the second oldest public university in North Carolina. FSU offers robust and innovative bachelor's and master's degree programs rooted in the liberal arts tradition as well as the Doctor of Education.

The university advances knowledge through the integration of teaching, learning, research and public service. FSU strives to meet the educational, career and personal aspirations of its traditional and non-traditional students from rural, military and other diverse backgrounds so that they are equipped with academic and practical knowledge to serve local, state, national and global communities as enlightened citizens, globally astute leaders and engaged solution creators.

FSU is guided by six core values:

- **Integrity:** Commitment to transparency
- **Flexibility and Adaptability:** Producing career and life-ready global citizens
- **Shared Governance:** Engaging all members of the university community in decision making
- **Collaborations and Partnerships:** Strengthening relationships among alumni, community, and other stakeholders
- **Innovation:** Creatively pursuing excellence in organizational endeavors
- **Cultural Connectivity:** Preserving the University's HBCU legacy and pride

Today, FSU has witnessed its highest student retention rate percentages, record levels of alumni giving percentages, highest enrollment numbers – eclipsing 7,600 students for the first time in history (2025) and historic levels of construction and expansion at any time in the 158 years of the university's history.



Position Summary

The Director of Corporate and Foundation Relations (Director) will report directly to the Vice Chancellor for University Advancement. The position will work closely with university administrators,

academic deans, and other institutional leaders to elevate philanthropy campuswide and with external partners.

The Director will serve as the primary liaison for corporate and major foundation donors and prospects, overseeing the full lifecycle of fundraising – from identification and cultivation through proposal development, stewardship, and reporting. The successful candidate will be self-motivated and bring attention to detail, proven expertise in securing significant gifts and grants, exceptional writing skills, and strong relationship-building capabilities.

Specific Responsibilities

30% - Strategic Fundraising and Portfolio Management

Properly manage the university's existing foundation and corporate portfolio, as well as help to expand corporate and foundation support by aligning institutional priorities with external funding opportunities.

20% - Donor and Prospect Engagement

Represent FSU at external meetings, conferences, and events to build and strengthen relationships with corporate and foundation stakeholders.

20% - Proposal and Grant Development

Lead the preparation, writing, and submission of compelling, customized major gift proposals and grant applications to corporate and foundation funders.

10% - Stewardship and Impact Reporting

Working closely with senior university leadership, ensure timely and effective stewardship of grants, including donor recognition, impact reporting, and compliance with grant requirements.

10% - Institutional Collaboration and Planning

Partner with university senior leadership (including the Chancellor and Vice Chancellor of University Advancement), faculty, deans, and administrators, to properly identify, manage and pursue high-impact funding opportunities.

5% - Data Management and Reporting

Maintain accurate and up-to-date records of proposals, contacts, and revenue in Raiser's Edge NXT. Prepare regular reports on proposal status and fundraising performance.

5% - External Representation

Serve as an ambassador for the university, articulating its mission, programs, and funding needs to diverse audiences.

**Knowledge,
Skills and
Abilities**

Qualities and experiences that ideal candidates should display include:

- An earned baccalaureate degree.
- Five years of professional experience in corporate and foundation relations.
- Proven track record in a fundraising setting cultivating, soliciting, and stewarding major gifts.
- Experience with Raiser's Edge NXT or a similar fundraising CRM/database.
- Exceptional written and verbal communication skills, with strong attention to detail.
- Ability to build collaborative relationships across academic and administrative units.
- Strong organizational and project management skills with the ability to manage multiple priorities and deadlines.

Preferred

Preference will be given to candidates that also display one or more of the following:

- Experience representing institutions at donor-facing events or conferences.
- Knowledge of best practices in corporate and foundation fundraising.
- Experience working with faculty on proposals.
- Master's degree or other advanced academic degree.

Memorandum

Fayetteville State University is committed to equality of educational opportunity and does not discriminate against applicants, students, or employees based on race, religion, color, national origin, sex, age, disabling condition, political affiliation or sexual orientation. Moreover, Fayetteville State University values diversity and actively seeks to recruit talented students, faculty, and staff from diverse backgrounds.

The salary and benefits are competitive and commensurate with experience and qualifications. Paschal•Murray supports the commitment of our client in encouraging applicants from diverse backgrounds and cultures. As a condition of employment, our client reserves the right to conduct background verification including academic, work, driving, credit, and criminal histories.

This position announcement is not intended to be an exhaustive list of all responsibilities and requirements. It is presented as a fair reflection of the principal job elements.

Nominations and applications are welcome. Please send résumé and letter of application as separate documents attached to an e-mail message to:

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