

POSITION DESCRIPTION

Consultant

Title: Consultant

Company: Annual Giving Network

Location: Massachusetts

The Consultant plays a key role in selling and delivering training and consulting services. Ideal candidates have significant experience leading annual giving or other fundraising programs at a college, university or independent school, a deep appreciation for and knowledge of annual giving best practices, and a sincere passion for education. Responsibilities include but are not limited to.

RESPONSIBILITIES

- Selling and delivering consulting services including coaching, assessments, recruiting, and other special projects.
- Staying on top of trends and best practices in the field of annual giving, and using those insights to continuously improve AGN's programs and services.
- Cultivating relationships with decision makers within advancement departments at colleges, universities, and other educational institutions.
- Identifying leads and conducting outreach to secure virtual and in-person prospect meetings.
- Drafting, submitting, and following up on proposals for new business.
- Writing and disseminating prospect and customer contact reports.
- Representing AGN at industry conferences and events.
- Other duties as needed.

QUALIFICATIONS

- 10+ years of relevant experience, preferably in annual giving/educational fundraising
- Excellent presentation and communication skills
- Ability to organize and articulate thoughts and ideas in a clear and concise way
- Good writer
- Professional curiosity
- Time management skills
- Responsive and prompt
- Eye for details
- Can-do attitude
- Committed, loyal, and trustworthy
- Sense of humor

ABOUT AGN

As the world's leading resource for annual giving programs, AGN helps educational institutions develop sustainable sources of philanthropic support. We're proud to have served thousands of colleges, universities, and independent schools through our research, training, and consulting services, and through our membership program, which provides ongoing access to professional development. Learn more at AnnualGivingNetwork.com

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