Development Director

KDUR
Fort Lewis College
Durango, Colorado

Position Summary
The Development Director at KDUR is responsible for all KDUR underwriting sales and marketing activity. This position works in conjunction with the Station Manager and student promotional team to coordinate all KDUR fundraising events. This position also works with community members and business owners, establishing and maintaining working relationships with the business and local community that supports KDUR.

Minimum Qualifications
- Bachelors Degree from an accredited college or university.
- 2-4 years sales or underwriting experience.
- 2-4 years experience fundraising and marketing experience for non-profit organizations.
- 1 or more years experience working with membership/fundraising databases.

Preferred Qualifications
- At least 1-year experience in broadcast/public radio.
- Willingness to learn production room and sound editing software.
- Writing copy for broadcast.
- Prior experience working with students and community members.
- Grant writing experience.
- Web design experience.

Major Responsibilities
- Identify and cultivate prospects and acquire new business and corporate sponsorship.
- Service and maintain underwriting accounts and secure $70,000 in underwriting sales/trade annually.
- Assist clients in writing on-air underwriting messages.
- Prepare weekly schedule of underwriting messages.
- Stay current with Federal Communications Commission underwriting regulations and guidelines.
- Planning and implementation of fundraising events.
- Supervise student promotions team.
- Coordinate design of sales materials.

Work Conditions
- Moderate noise in an office environment.
- During school year lots of student activity in KDUR.
- Ability to sit at a computer terminal for an extended period of time.
- Some weekends/evenings for special events required.

Compensation
Salary $42,500-$47,000 plus a comprehensive benefits package. Proposed Start Date: August 19, 2019.
Application Process
A complete application packet includes:

- Cover letter addressing interest and qualifications for position
- Resume
- Names and contact information for three current, professional references

Submit materials as one PDF file via email to:
Bryant Liggett- KDUR Station Manager
Liggett_b@fortlewis.edu
KDUR Development Director Position

Application materials received by June 28, 2019 will receive full consideration.
Position will remain open until filled.

The successful candidate will be required to submit original, official college transcripts, and pass a background check.

The College and the Community

Fort Lewis College, a public institution located in Durango, Colorado, offers degree programs in arts, business, education, health fields, humanities, social and natural sciences, and teacher education. Our inspiring mountain campus is located atop a scenic mesa overlooking historic Durango and situated between the San Juan Mountains and the desert Southwest. We are committed to accessible and high-quality baccalaureate education, and our hallmarks are remarkably close relationships between students and faculty, the freedom of intellectual exploration, and the challenge of experiential learning. Our 3,300 students come from 48 states, 17 countries, with 36% Native American and Alaska Native backgrounds, and 11% Hispanic backgrounds. Durango is a thriving multicultural community of 18,500 set along the beautiful Animas River Valley. Averaging 300 sunny days per year, the community is known for its outdoor lifestyle and friendly, festive atmosphere. Durango is also the cultural and economic hub of the Four Corners region, rich in dining, shopping, and entertainment, and linked with airline service to hubs in Denver, Phoenix, and Dallas.

Equal Opportunity
Fort Lewis College does not discriminate on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, gender identity, gender expression, political beliefs, veteran status, pregnancy, or genetic information. Accordingly, equal opportunity for employment, admission, and education shall be extended to all persons. The College shall promote equal opportunity, equal treatment, and affirmative action efforts to increase the diversity of students, faculty, and staff. The College is dedicated to building a culturally diverse and pluralistic faculty and staff committed to teaching and working in a multicultural environment; applications from underrepresented groups are strongly encouraged.

ADAA Accommodations
Any person with a disability as defined by the ADA Amendments Act of 2008 (ADAAA) may be provided a reasonable accommodation upon request to enable the person to complete an employment assessment. To request an accommodation, please contact Kristin Polens by phone 970-247-7459 or email kpolens@fortlewis.edu at least five business days before the assessment date to allow us to evaluate your request and prepare for the accommodation. You may be asked to provide additional information, including medical documentation, regarding functional limitations and type of accommodation needed. Please ensure that you have this information available well in advance of the assessment date.