



Delaware

HISTORICAL SOCIETY

Position Announcement

Title: Advancement Officer

Organization: Delaware Historical Society
505 N. Market Street, Wilmington, DE 19801

Status: Full-time, with benefits

Salary: Competitive; Commensurate with professional experience and accomplishments

General:

The successful candidate must demonstrate a passion for public history and knowledge of the value and relevancy of history in today's society. Maturity and integrity are essential characteristics of the successful candidate.

Position Requirements:

- Five years of successful development experience with a cultural organization, preferably history, in a management position with extensive knowledge of and experience in planned gifts, grants research and writing, and donor cultivation/manangement;
- Experience in prospect research, identification and implementation of new philanthropic initiatives as well as advancing existing development strategies;
- Superior record of working with trustees and board standing committees;
- Experience with contributed income initiatives, public relations, marketing, and corporate communications;
- Participation in planning, implementing and assessing organizational advancement strategies;
- Budget development/management and staff supervision;
- Strong working knowledge of Microsoft Office and development software programs; and
- Ability to work well in a team environment.

Education:

Bachelor's degree; Master's degree preferred

Please send resume, cover letter, and three professional references to Maggie Meyers at mmeyers@dehistory.org by June 23, 2017.

No telephone calls please.

The Delaware Historical Society is an equal opportunity employer.
See dehistory.org for more information about the Delaware Historical Society.