



POSITION ANNOUNCEMENT

Chief Development Officer

Mount Vernon Nazarene University exists to shape lives by educating the whole person and cultivating Christ-likeness for lifelong learning and service.

Mount Vernon Nazarene University (MVNU) is an intentionally Christian teaching university for traditional-age students, graduate students, and working adults who seek opportunities to learn and grow in an academic community of faith. The University provides the context for a transformational experience through excellent academics, service opportunities, caring relationships, and a nurturing spiritual and social environment. Faculty, staff, and students are challenged to achieve their highest potential, to become increasingly Christ-like, and to make a difference in their world through lifelong service.

The University seeks a full-time, 12-month **Chief Development Officer**. The position reports to the President of MVNU; it is a cabinet position and is available immediately upon the appointment of a successful candidate. A full complement of benefits includes health care options, retirement contributions, and tuition assistance (for the employee and their dependents). The candidate will also receive generous holidays, vacations, and sick days.

Responsibilities for this position include:

- Develop strategies and actionable plans to drive fundraising activities and communication to engage individual donors, churches, major donors, and foundations to support Mount Vernon Nazarene University's domestic and global ministries.
- Manage a portfolio of major donors and align their interests with MVNU's needs.
- Developing a fundraising plan for Chapel renovation.
- Networking within the MVNU community to identify potential donors.
- Establishing partnerships with districts and churches to increase financial support.
- Oversee Executive Director of Major Gifts, Director of Development, Director of Planned Giving, Grant Writing Coordinator, Assistant Director of Operations, and Gifts Coordinator.
- Other duties as assigned by the University President.

Position Expectations for the successful candidate:

- Bachelor's Degree required; Master's Degree preferred.
- Minimum five years of development or related experience.
- Willingness to extensively travel if needed to advance the University's mission and objectives.
- Evangelical Christian statement of faith, experience, and mission fit.
- Personal commitment to Jesus Christ.
- Alignment with Church of the Nazarene values.
- Ability to manage and prioritize multiple projects simultaneously.

- An exceptional work ethic and detail-oriented.
- Ability to think and lead creatively and strategically.
- Exceptional problem-resolution and confrontation management skills.
- Evidence of being goal-oriented and self-motivated with a positive attitude.
- Proficiency in Microsoft Office (Outlook, Word, Excel, etc.).

Organizational Expectations

All employees must uphold Church of the Nazarene values, including prayerful dependence, humble posture, collaborative work, and a growth mindset. Characteristics such as cooperation, accepting direction, punctuality, and openness to feedback are essential.

To be considered for this position, please email a resume to humanresources@mvnu.edu and complete the application, which can be found at <http://mvnu.edu/jobs/application> . Applicants submitting materials via email should attach either a Microsoft Word or a PDF File. Alternatively, materials can be faxed to (740-397-1005) or mailed to:

Mount Vernon Nazarene University
Human Resources
800 Martinsburg Road
Mount Vernon, OH 43050

Professional and personal references are required, consistent with the responsibilities associated with this position. A background check will be performed prior to appointment. Professional and personal references are required, consistent with the responsibilities associated with this position. A background check will be performed prior to appointment. Mount Vernon Nazarene University is committed to fostering a non-discriminatory campus environment in which community members can learn and work. MVNU prohibits discrimination on the basis of race, sex, age, color, national origin, disability, marital status, or military service in the operation of all University programs, activities, and services. As a faith-based institution, the University is exempted from certain laws and regulations concerning discrimination. The University maintains the right, with regard to its lifestyle covenant, employment, and other matters, to uphold and apply its Christian beliefs related to, among other issues, marriage, sex (gender), gender identity, sexual orientation, and sexual activity to the fullest extent permitted by law. Thus, MVNU attempts to make all policies and decisions within the doctrinal and moral convictions of the Church of the Nazarene (e.g., Articles of Faith, Covenant of Christian Conduct including the Statement on Human Sexuality and Marriage, Covenant of Christian Character, and the Statement on Discrimination, 915).