Director of Outreach – Job# 8573

Manage outreach operations of the College of Polymer Science and Polymer Engineering (CPSPE) while supporting the strategic plan under the direction of the Dean of the College in concert with the policies and procedures of the University. Create, maintain, and oversee the College’s industry training, K-12 engagement, and comprehensive outreach. Plan, create, and market proposals for funding from university, government, industry, and private sources. Supervise the daily work activities of reports. Develop and/or implement alumni and employer relationship strategies. Guide and oversee the development of public relation materials, salutation campaigns, informational brochures and other documents. Oversee and/or plan the College’s education and/or teaching events. Identify and solicit prospective donors and sponsors. Will provide direct supervision as a first-line supervisor over 3 or more exempt and/or non-exempt staff.

This position requires a relevant Bachelor’s Degree and a minimum of six years of experience in fundraising and/or managing training programs. Prior experience with fundraising, preferably in higher education and research required. Strong communication, marketing, sales skills, organizational skills and the ability to handle confidential materials required. Supervisory experience and abilities required.

A relevant Master’s Degree and/or experience in program development is preferred.

The internationally recognized College of Polymer Science and Polymer Engineering consists of two departments (in five buildings), 40 research active faculty members, two associate deans responsible for assisting the Dean with the academic and research activities, 30 staff members and contract professionals, 320 graduate students, and about 40 research scientists.

The University of Akron (www.uakron.edu), positioned to be the premier public research university of northern Ohio, is one of the largest universities in the state with an enrollment of approximately 28,000 students in over 200 undergraduate and graduate majors. Over the past ten (10) years, the University has engaged in extensive capital investment to develop and upgrade world-class facilities for academics and student life.

For complete information and to apply visit: http://www.uakron.edu/jobs. Referring to the Job# above.

When submitting the online application (link listed above) please be prepared to attach a resume and a cover letter that expresses the candidate’s interest in the position.

Review of materials received will begin January 5, 2015 and continue until the position is filled.