



### **Development Officer**

Dakota Wesleyan University is seeking a highly motivated and dynamic individual to serve as a Development Officer for the Annual Fund. This individual must be able to clearly and passionately articulate the mission and vision of DWU to constituents in order to solicit and cultivate current and potential donors. The Development Officer is responsible for implementing fundraising for the annual scholarship fund which includes facilitation of direct mail, entry level giving strategies, social media messaging as well as management of the endowed scholarship communication. This individual also provides general support for fundraising events and will collaborate with the Institutional Advancement Team in all fundraising activities.

Qualifications: Bachelor's degree - DWU alumnus or alumna preferred. Individual must have excellent relational, communication and organizational skills with have strong attention to detail. Must possess a broad institutional perspective and have a demonstrated commitment to the mission of DWU and the values of learning, leadership, faith, and service.

Dakota Wesleyan University is committed to fostering diversity and is an equal opportunity employer and welcomes the candidacy of underrepresented groups.

Review of applicants will begin immediately and continue until position is filled. Applicants should submit a resume, cover letter, and a list of three references to:

### **Human Resources**

Dakota Wesleyan University  
1200 W University Ave  
Mitchell, SD 57301  
jahayen@dwu.edu