



## **Director of Alumni Relations**

Kentucky Wesleyan College, a private, liberal arts college with a long-standing reputation for quality and academic excellence, seeks applicants for a full-time Director of Alumni Relations. Reporting to the Vice President of Advancement, the Director provides leadership and strategic planning to the Kentucky Wesleyan College Alumni Association and builds and strengthens relationships between alumni and the College.

Major responsibilities include but are not limited to:

- Creating and maintaining a visionary engagement program for alumni to connect with and support Kentucky Wesleyan College.
- Planning and executing high-level local, regional and national alumni events to promote the College and increase alumni engagement.
- Providing direction and institutional leadership to the Alumni Association Board of Directors.
- Cultivating relationships with alumni to maximize levels of engagement and help qualify them, where applicable, as major gift prospects.
- Overseeing alumni communication and social media efforts on behalf of the College.

Applicants should have five or more years of progressively responsible higher education experience and a bachelor's degree from an accredited institution (or an equivalent combination of education and experience). Experience in alumni relations or advancement and a master's degree are preferred. Applicants must have excellent communication skills, with emphasis on relationship-building and public speaking; the ability to create, aggressively market, and implement new and innovative alumni engagement opportunities; proficient computer skills, particularly with MS Office and social media; and familiarity with working with an alumni and donor database (preferably Blackbaud/The Raiser's Edge).

### **Employee Benefits**

This full-time position has access to a full range of employee benefits, including health, dental, vision, and life insurance; retirement plans; tuition plans; and a generous benefit time program. Due to the college's not-for-profit status, employees of Kentucky Wesleyan may be able to receive loan forgiveness under the Public Service Loan Forgiveness Program of the US Department of Education.

## **Application Process**

Please submit a cover letter, resume, and the contact information for three professional references to Cindy Sublett in Human Resources at [csublett@kwc.edu](mailto:csublett@kwc.edu). Applicants will receive an email confirming receipt of materials. Kentucky Wesleyan is an equal opportunity employer.

Review of application materials will begin immediately and will continue until the position is filled. An official transcript for the highest degree awarded will be required of the successful candidate, as will a background check. The College will not sponsor applicants for work visas.

## **Additional Information**

### *About Kentucky Wesleyan College*

Kentucky Wesleyan College is a private, four-year liberal arts institution located in the vibrant city of Owensboro. A United Methodist-related college founded in 1858, Wesleyan is known for excellence in academics and a superior residential experience. Kentucky Wesleyan earned a #8 ranking in 2017 from U.S. News & World Report as a Best Regional College in the South, along with a #3 ranking in the South in the category of “Great Schools, Great Prices,” which measures academic quality compared to cost of attendance.

Kentucky Wesleyan students can choose from 29 majors and 13 pre-professional programs. Classes have a 12-to-1 student-faculty ratio, and 88 percent of the faculty have a Ph.D. or terminal degree. The College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate degrees.

The College employs approximately 200 faculty and staff who work together on a single campus. Kentucky Wesleyan provides a challenging and supportive academic experience for students as well as a positive and stimulating work environment for employees. A hallmark of the Kentucky Wesleyan experience includes “The Wesleyan Way,” beliefs which guide the entire college community:

- We do everything with honor.
- We always support each other.
- We will compete with integrity.
- We love each other in Christ.

The Kentucky Wesleyan Panthers compete in NCAA Division II and are members of the Great Midwest Athletic Conference. Athletic teams include baseball, basketball, cross country, football, golf, soccer, softball, tennis, track and field, volleyball, and wrestling.

### *About Owensboro, KY*

Kentucky Wesleyan College is located in the hospitable city of Owensboro, Kentucky, a vibrant, beautiful, and safe city nestled on the banks of the Ohio River. Owensboro is small enough to promote a hometown atmosphere yet large enough to support many amenities usually only available in much larger cities. Daviess County is home to 110,000 residents and is easily accessible from metropolitan locations such as Louisville, KY; Nashville, TN; and St. Louis, MO

Owensboro's revitalized downtown area features a state-of-the-art convention center, several new hotels and a range of entertainment options with unique restaurants and shops. Twenty-five parks, totaling 953 acres, encircle the city, which hosts over 20 annual festivals – attracting visitors from throughout the region.

*Suggested Websites*

Additional information about Kentucky Wesleyan College, the Panthers, and the Owensboro community may be found at:

- <https://www.kwc.edu/>
- <http://www.kwcpantthers.com/>
- <http://www.owensboro.org/>
- <http://edc.owensboro.com>