



**Manager of Communications, Marketing, and Development
North Carolina Community Colleges Foundation
Position Announcement
July 27, 2026**

Salary: \$75,000 - \$85,000 plus benefits

To apply, please email careers@ncccf.org

Priority applications requested by August 19, 2026. Applications will be reviewed on a rolling basis and accepted until the position is filled.

The Opportunity

The [North Carolina Community Colleges Foundation](#) (Foundation) seeks a Manager of Communications, Marketing, and Development to take the Foundation and the national campaign to the next level. The Foundation is strengthening its internal capacity to effectively fulfil its role as the supporting organization for the NC Community College System (System), which is governed by the State Board of Community Colleges (State Board), administered by the NC Community College System Office (System Office), supported by the Foundation, and fueled by the 58 community colleges and their 58 foundations. Together, the System serves 600,000 students and awards 60,000 credentials annually. This is a rare opportunity to participate in deeply meaningful work that changes lives and improves communities every day!

The Organization

[The Foundation](#) is a nonpartisan, nonprofit organization founded in 1986 to advance the mission of the System. Governed by a diverse Board of Directors, the Foundation currently has 26 Board Directors, including the State Board Chair; the interim System President; representatives from the NC associations for community college trustees, presidents, and foundations; and executives from influential state and national organizations such as the NC Chamber, the Lumina Foundation, the Gates Foundation. Over the last four years, the Foundation Board invested in its organizational capacity to deliver greater community, economic, and workforce development value for the System and state. Some highlights:

- In fiscal year 2023, the Foundation received a capacity-building report from the consulting firm, moss+ross, and hired its first full-time Executive Director.
- In fiscal year 2024, the Foundation set the three-year strategic direction for the organization with a focus on fundraising, driving awareness, and innovating as well as operating a high performing nonprofit organization.
- In fiscal year 2025, the Foundation hired CCS Fundraising as national campaign counsel, who conducted the campaign feasibility study and validated a \$75 million national campaign goal.
- In fiscal year 2026, the Foundation accelerated campaign activation with the development and implementation of several new national partnerships and reached more than \$61 million of the \$75 million goal (more than 80%-to-goal), and the Foundation distributed funding to all 58 colleges.

Going forward, the Foundation will continue to advance statewide priorities with private, national funders through the inaugural national campaign, called SOAR: the Campaign for North Carolina Community Colleges. SOAR is a multiyear venture that started on January 1, 2024 and is co-led by the State Board, System Office, and Foundation with the Foundation serving as managing director and CCS Fundraising as campaign counsel. In addition to fundraising, the Foundation is building its internal capacity, improving overall marketing and communications, amplifying innovation, and setting the next three-year strategic plan.

The Partners and Partnership

NC State Board of Community Colleges

[The State Board](#) is the policy-making arm of the System, overseeing budgets, capital projects, curricula, and more. The State Board is composed of 18 members, who are appointed by the NC General Assembly, and four ex-officio members, including the Lieutenant Governor, state Treasurer, Labor Commissioner, and the President of the North Carolina Comprehensive Community College Student Government Association (N4CSGA). Together, State Board members align our community colleges with the needs of students, businesses, and communities throughout North Carolina.

NC Community College System Office

[The System Office](#), under the leadership of the System President, plays a pivotal role in shaping the future of education and workforce development in the state. More than an administrative department, it's a hub of innovation, dedicated to not only complying with state law but also championing forward-thinking policies and solutions, providing unwavering support, and fervently advocating for the advancement of education at all levels. In this ever-evolving landscape of learning, the approximately 200 System Office employees are catalysts for change, driving the community college system to new heights of excellence and opportunity.

The Position and Responsibilities

The Manager of Communications, Marketing, and Development will report to the Executive Director and work closely with Foundation and System colleagues and consultants to take the Foundation and the national campaign to the next level. This important position requires a strategic communications and marketing leader, who is talented in fundraising and development, and skilled in project management.

Strategic Communications and Marketing Executive

- Lead the Foundation's overall marketing and communications (marcom).
- Apply the findings from the recent marcom study, which clarified the Foundation's top four audiences, messages, messengers, and channels, to develop the Foundation's brand guide, visual identity, narrative, website, and a suite of new assets that effectively move our target audiences in measurable ways.
- Manage marcom contractors and proactively collaborate with System experts in the development and distribution of marcom assets to ensure amplification of priorities.
- Develop, launch, and direct new communication tools, such as a Foundation e-newsletter and LinkedIn channel, that effectively reach the target audience(s) and achieve mutually agreed upon marcom goals.
- Lead the development of the Foundation's annual report and other assets that effectively communicate the Foundation's strong support and positive impact for the System.

- Support the Executive Director in the preparation of presentations, briefing papers, and other materials with decision points for the marcom committee and Foundation Board.
- Determine the marcom annual operations plan with measurable objectives and tactics, and related budget requests.
- Ensure the needs and opportunities of the local community colleges in NC, the System's statewide strategic priorities, national funder interests, and national workforce development trends continually inform the marcom strategy and execution.
- Prepare and deliver marcom reports and presentations weekly to the Executive Director, monthly to the marcom committee, and quarterly to the Foundation Board.

Talented Development Officer

- Be an in-house fundraising and development expert, knowledgeable in the art and science of fundraising, and comfortable navigating prospects through the donor journey from identifying, qualifying, and cultivating of prospects, to soliciting gifts (making the "ask"), recognizing donors, and coordinating ongoing stewardship.
- Provide critical activation support for the national campaign and national partnerships, including vetting and preparing research briefs on national prospects, coordinating the scheduling of meetings with content experts and prospects, and supporting the development of concept papers, proposals, and applications for funding.
- Maintain and continuously update the campaign pipeline and leverage technology to monitor and track prospects through the donor journey, from early discovery and active cultivation to solicitation, gift commitment, and ongoing stewardship.
- Lead advancement efforts with individual donors, direct annual giving, planned giving, and event sponsorships; and provide assistance on in-kind donation coordination.
- Ensure strong alignment with the 58 colleges and their foundations throughout all fundraising and development efforts, executing open, transparent communication that earns trust and support; ensure compliance with the Guiding Principles and Practices.
- Develop and maintain a deep knowledge and understanding of the national community college reform movement, including the principles and practices that improve student graduation rates and accelerate labor market outcomes, and the factors that distinguish most exceptional community colleges and state systems nationally.
- Be an authentic, visible, well-informed, and persuasive advocate for the System, drawing on a thorough knowledge of the history, programs, milestones, and people who have contributed to the success as well as the System's goals and aspirations.
- Support the preparation and delivery of advancement reports and presentations weekly to the Executive Director, monthly to the CET, and quarterly to the Foundation Board.

Skilled Project Manager

- Provide exceptional project management on all initiatives in the portfolio, ensuring a shared vision among diverse stakeholders, measurable goals and objectives, clear roles and responsibilities, agreed timelines, high standards of excellence on deliverables, and effective communication and coordination throughout.

- Execute well-run meetings, including coordinating the scheduling of meetings, setting agendas and preparing briefing papers with clear decision points for high performing meetings, and writing talking points that effectively advance priorities.

Other

- Have a growth mindset; continue to develop the emotional intelligence, tactical skills and experience, and overall disposition necessary to be a powerful and effective Foundation executive.
- Maintain and share current knowledge of best practices, trends, and innovations in marcom and advancement for post-secondary education and workforce development.
- Contribute to a high performing team culture and lead in a way that releases positive energy and ensures that the team works hard, smart, and together.
- Support the active recruitment, training, and retention of staff and contractors as the organization grows in order to deliver on goals.
- Other duties as assigned.

Required Experience

Minimum Education

- Degree from a two-year community college or four-year college or university or equivalent; Advanced degree a plus.

Minimum Experience

- Personal commitment to the mission and vision of NC Community Colleges and a passion for the national community college reform movement, national partnership development, project management, marketing and communications, and fundraising.
- At least three years of strategic communications and marketing experience, ideally with higher education institutions.
- Knowledge of the national higher education philanthropic landscape and familiarity with the people and organizations at the local, state, and national level leading and influencing successful community college reforms.
- A proven record of success in fundraising and development, ideally at the national level securing seven figure gifts.
- At least three years of project management experience, ideally demonstrating a mastery of methodology and the application of the hard and soft skills necessary to successfully manage multiple projects and stakeholders simultaneously
- Excellent written and oral communication skills, active and thoughtful listener, clear communicator, and engaging storyteller.
- Knowledge of and experience in fundraising, development, and advancement, and taking prospective funders through the donor journey, ideally validated with professional certifications such as CFRE, CGW.
- Comfort with and commitment to use technology, including Google Workspace, Bloomerang donor database and CRM, and other other tools to track performance and

report on progress, and use results to inform strategy, actions, and continuous improvement.

The Location

**The Foundation office is located in Raleigh, NC; the Manager role may be hybrid but the individual must be based in North Carolina; regular statewide and occasional national travel are required.*

North Carolina is ranked the top state for business and workforce development. The City of Raleigh is the capital of North Carolina, home to several colleges and universities and abundant arts, culture, and recreational opportunities. Fueled by an impressive mix of education, ingenuity, and collaboration, Raleigh and the surrounding “Research Triangle” region routinely rank among the nation’s best places to live, work, and play. Home to more than two million people, the Triangle area of Raleigh-Durham-Chapel Hill combined has attracted hundreds of companies to the region, helping to make it the largest research park in the United States. Perfectly positioned midway between the coast and the Appalachian Mountains, the Triangle offers residents a beautiful place to call home. And while the region continues to grow and offer a superior quality of life, the cost of living remains reasonable.

Equal Employment Opportunity

Commitment to Non-discrimination and Diversity: All candidates for the Manager position will be treated equally without regard to race, color, religion, sexual orientation, national origin, age, disability, veteran’s status, or marital status.

Salary and Benefits

To attract a strategic visionary professional with strong management ability and outstanding fundraising skills, the Foundation is offering a comprehensive employment package with a strong base salary of \$75,000 - \$85,000 commensurate with experience and generous employee benefits, including medical, dental, and vision insurance with individual month premium coverage, 401k retirement plan with immediate 5% match, and paid vacation and holidays.

Apply Now

To Apply: Please email a resume and cover letter, with salary requirements, addressed to Katie Loovis, Executive Director, by August 19, 2026 to careers@ncccf.org. Priority applications

requested by August 19, 2026. Applications will be reviewed on a rolling basis and accepted until the position is filled. The consulting firm of moss+ross is assisting the Foundation with this search.

Questions: careers@ncccf.org

North Carolina Community Colleges Foundation
Attn: Katie Loovis, Executive Director
200 West Jones Street
Raleigh, NC 27603