



NATIONAL
HUMANITIES
CENTER

Vice President of Development Position Announcement

November 18, 2025

To apply, please click [HERE](#).

Salary: \$150,000 - \$200,000

**Applications requested by December 18, 2025
and accepted until the position is filled.**

The Opportunity

The National Humanities Center is seeking a skilled and creative development professional who will advance the philanthropic mission of the organization. A strategic partner to the President & Director and key member of the senior leadership team, the Vice President of Development provides vision and direction for all aspects of fundraising and leads a two-person Development team. The Vice President of Development is responsible for developing and implementing a comprehensive, multi-year fundraising strategy to secure transformative major and planned gifts that support the Center's endowment, fellowships, programmatic needs, and other strategic objectives.

The ideal candidate will be a dynamic, experienced leader with a deep understanding of fundraising in higher education and nonprofit sectors. This role requires a proven ability to mentor a team, build lasting relationships with high-level donors, and translate institutional priorities into compelling philanthropic opportunities. The Vice President of Development reports directly to the President & Director.

The Organization

The National Humanities Center is a private, nonprofit organization and the only independent institute dedicated exclusively to advanced study in all areas of the humanities. The Center is supported by the generosity of individual donors, grants from private and public foundations, corporate philanthropy, and institutional sponsors, including universities and academic organizations, whose partnership specifically supports the Center's fellowship program and public outreach efforts. The Center has a \$7.5 million annual operating budget, with approximately \$1.5 million brought in through philanthropy, and a \$93 million endowment.

Through its **Residential Fellowship Program**, the Center provides scholars with the resources necessary to generate new knowledge and to further understanding of all forms of cultural expression, social interaction, and human thought. Since opening for its first group of fellows in 1978, the Center has had over 1,600 fellows in residence, collectively producing more than 1,700 books and scholarly works.

The Center's **Education Programs** strengthen teaching on the pre-collegiate and collegiate levels. Model programs developed at the Center provide teachers and faculty with new materials and instructional strategies to make them more



effective in the classroom and rekindle their enthusiasm for the subjects they teach.

Through the division of **Public Engagement**, the Center highlights the importance of the humanities to intellectual and civic life. Public Engagement programs aim to make high-level research, critical thinking, and informed dialogue accessible to a wide range of audiences by modeling and sharing best practices for humanities outreach and collaboration.

The Center fosters a collegial and inclusive work environment that values diversity and encourages professional development and growth. Its warm and inviting community



comprises a dedicated staff and a vibrant cohort of scholars who share a rich history of meaningful contributions to human knowledge. The Center embraces a broad range of ideas perspectives, backgrounds, and abilities, and collectively fosters a culture consistent with its core values of being **empowering, collaborative, responsible, intentional, and curious.**

For more information, visit nationalhumanitiescenter.org.

The Location

The Center is in the heart of the Research Triangle Park (RTP) in Durham, North Carolina. RTP is a large research and development center that acts as a hub and economic engine for the region. Since the park's inception, it was always part of the vision to include organizations devoted to knowledge production, and in the mid-1970s, a portion of the park was set aside for the Triangle Universities Center for Advanced Studies, Incorporated (TUCASI) campus, which still houses the National Humanities Center today.

The "Research Triangle" region, comprising Raleigh, Durham, and Chapel Hill, is home to more than two million people and ten premier colleges and universities, as well as an abundance of arts, culture, and recreational opportunities. Fueled by an impressive mix of education, ingenuity, and collaboration, Durham and the surrounding "Research Triangle" region



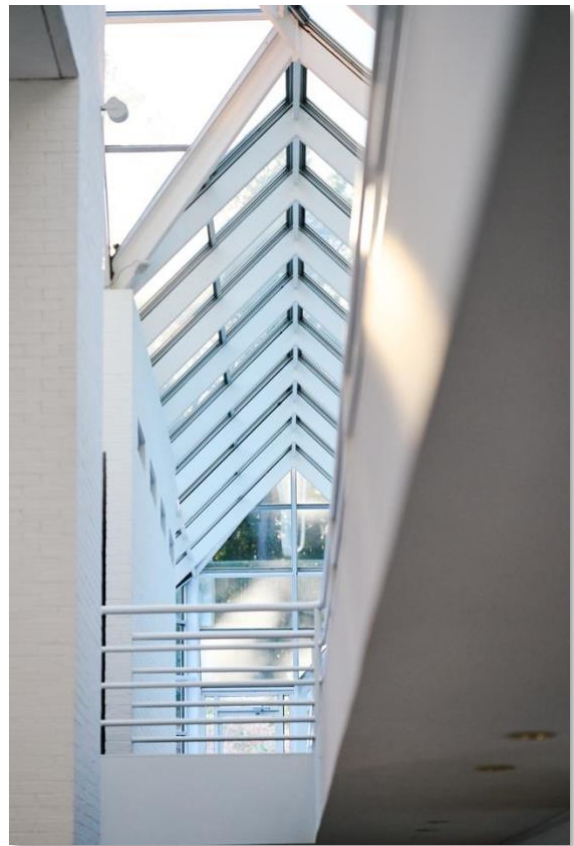
routinely rank among the nation's best places to live, work, and play. The Triangle has attracted hundreds of companies to the region, making it the largest research park in the United States. Perfectly positioned midway between the coast and the Appalachian Mountains, the Triangle offers residents a beautiful place to call home.

The Position

In partnership with the President & Director, Board of Trustees, and Development team, the Vice President of Development will be responsible for leading, planning, and implementing the Center's development programs, which include individual giving (annual and major gifts), institutional and corporate sponsorships, grants and foundations. The Vice President of Development will play a key role in ensuring the Center has the annual revenue to operate and grow its programs and will track and share progress toward fundraising goals regularly with the President & Director, the Board of Trustees, and the larger team.

The successful leader will need to be a strategic thinker as well as be able to execute the steps needed for the organization's fundraising programs and activities. The Vice President of Development will carry a portfolio of top donors and prospects and help establish a moves management system whose execution is shared among the President & Director, Board volunteers, staff, and others. The ideal candidate will establish rapport with foundations, corporations, and individual donors and investors who share the vision and values of the Center and will strategically work to expand the community connected to the organization.

The Vice President of Development will supervise a team of two full-time staff members – the Development Manager and Development Coordinator – and will be instrumental in assessing the needs of the development operation and creating new positions to expand the program, engaging a team of staff and volunteers in meaningful development opportunities to grow the base of support. Their peers on the senior leadership team include the Vice President for Knowledge Management and Digital Services, the Vice President for Public Engagement, the Vice President for Scholarly Programs, the Vice President for Finance and



Operations, the Vice President for Communications and Marketing, and the Vice President for Education Programs.

Core Responsibilities

The Vice President of Development will work with the President & Director, senior leadership team, and Development team to cultivate and implement a comprehensive development strategy to include individual, foundation, corporate, higher education, and other funding sources, with a focus on:

Strategic Leadership & Team Management

- **Development Department Leadership:** Provide vision, mentorship, and day-to-day leadership to the Development team, overseeing annual giving, major gifts, institutional giving, corporate/foundation relations, and alumni relations.
- **Annual & Multi-Year Strategy:** Develop and execute a comprehensive annual fundraising plan and multi-year campaign strategies that align with the Center's strategic goals.
- **Team Management:** Develop and retain a talented, creative, and engaged development staff, maintaining a collaborative and empowering team culture and encouraging opportunities for professional development.
- **Budget & Operations:** Oversee the Development department's budget, manage fundraising operations, and maintain a strong donor database (and other technology platforms as needed) to ensure efficiency and effectiveness.
- **Performance & Metrics:** Set annual performance goals for the team and individual staff members, and regularly track and report progress to the President & Director and Board of Trustees.

Fundraising Execution & Major Gifts

- **Principal & Major Gifts:** Serve as a frontline fundraiser, personally managing a portfolio of top-tier, principal-level prospects (\$100,000+), and guiding the team's strategy for a wider portfolio of major gift prospects.
- **Cultivation & Solicitation:** Lead by example in developing and



executing cultivation, solicitation, and stewardship strategies for the Center's most significant donors.

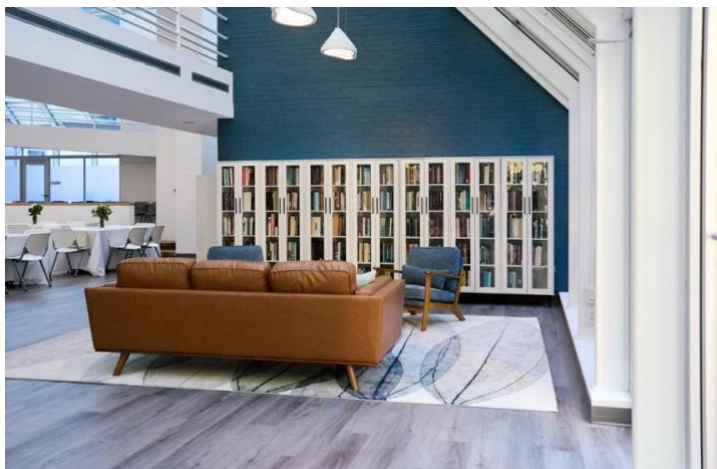
- **Transformative Opportunities:** Work with the President & Director and Board to identify and secure transformative gifts that advance the Center's mission.
- **Stewardship:** Foster strong relationships with existing donors, institutional partners, and Trustees that foster continued and increasing levels of support.

Institutional Collaboration & Partnerships

- **Senior Leadership Partner:** Serve as a key member of the senior leadership team (SLT), providing strategic input and collaborating on Center-wide initiatives and cross-team programs.
- **Presidential Partner:** Work closely with the President & Director to coach, prepare, and support their active and effective participation in fundraising meetings and donor solicitations.
- **Board & Volunteer Engagement:** Partner with the Board of Trustees and other volunteer leaders to engage them in cultivation and solicitation efforts.
- **Internal Alignment:** Partner with program directors to understand funding priorities and craft compelling cases for support.

Reporting & Industry Acumen

- **Data & Systems Management:** Oversee the documentation of all prospect interactions and strategies within the Center's CRM system (Raiser's Edge).
- **Reporting:** Prepare and present regular reports on departmental performance, campaign progress, and key fundraising metrics to the President & Director, SLT, and Board of Trustees.
- **Best Practices:** Stay informed of trends in nonprofit and higher education advancement and integrate best practices into the Center's fundraising operations.



Required Attributes, Skills, and Qualifications

The Vice President of Development must share a passion for the humanities and for fostering a culture that is empowering, responsible, intentional, collaborative, and curious. In addition, they should possess a variety of attributes, including the following:

Education and Experience

- **Education:** A bachelor's degree is required. A master's degree in a relevant field (e.g., nonprofit management, business administration, public administration) is strongly preferred.
- **Experience:** Minimum of 10+ years of successful experience in development, with a proven track record of securing significant gifts and leading a fundraising team.
- **Leadership Skills:** Demonstrated ability to lead, mentor, and inspire a team of development professionals.
- **Fundraising Acumen:** Proven ability to personally close five-, six-, and seven-figure gifts and to develop and execute comprehensive fundraising strategies.
- **Communication:** Exceptional interpersonal and communication skills, including the ability to build rapport with diverse stakeholders, such as high-net-worth donors, Trustees, internal peers, corporate partners, and academics.
- **Collaborative Mindset:** Respectful and insightful consensus-building and team-player mentality.
- **Management Skills:** Proficiency in budget management, strategic planning, and performance tracking.
- **Systems Proficiency:** Expertise with CRM systems (e.g., Raiser's Edge) and data management tools.
- **Availability:** Ability to travel frequently (25%) and work occasional evenings and weekends as needed.

Additional Preferred Qualifications

- A growth-oriented individual with the skills and drive to grow unrestricted giving to the Center.
- Experience supporting Board activities related to the development function.



- At least eight years of significant supervisory experience, including crafting and managing budgets and successfully leading a team to achieve short- and long-term objectives.
- Experience leading a capital campaign would be an advantage.
- Demonstrated ability to extract, analyze, and present data to support quality decision-making.
- Comfort with Raiser's Edge, Blackbaud, Microsoft 365 applications (Word, Excel, PowerPoint), Google Drive, Asana, and AirTable.

Schedule and Location

- Full-time, salaried position
- Hours are 8:30 am - 4:30pm, Monday – Friday
- In-person position, with the potential to be hybrid

Compensation and Benefits

The National Humanities Center is committed to attracting an extraordinary leader for this position through a competitive compensation package that includes a salary in the range of \$150,000 - \$200,000, plus a generous employee benefits package consisting of 4.5 weeks of PTO, 12 sick days, federal holidays, time off for birthday and additional office holiday closures; 10% salary employer contribution to 403(b) plan; employer-subsidized medical, dental, and vision; life insurance; flexible spending accounts; on-site daily dining; and more.

Equal Opportunity Employer

The National Humanities Center provides equal employment opportunities to all persons without regard to race, color, sex, sexual orientation, gender, gender identity, age, religion, disability, marital status, national origin, status as a special disabled veteran or other protected veteran, or any other protected status under applicable federal, state, or local law. The Center actively seeks and employs qualified persons in all job classes and administers all personnel actions affecting employees without discrimination that is unlawful under applicable federal and state laws.

To Apply: Please submit a cover letter and resume by applying [HERE](#). Applications will be accepted until the position is filled.

Questions: NHCsearch@mossandross.com

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Nationalhumanitiescenter.org