



Marine Corps University Foundation Development Officer

Position Title: Development Officer (Mid - Senior Level)

Organization: Marine Corps University Foundation (MCUF)

Location: Quantico, VA (Hybrid)

Contract Type: 1099 with potential for conversion to employee

Hours: 32 per week

Start: 9/1/2025

About the Role

The Marine Corps University Foundation seeks an experienced Development Officer with 5–8 years of progressive fundraising success to manage and grow individual, corporate, and foundation giving. This is a contract position working directly with the President & CEO to execute high-impact fundraising strategies, donor campaigns, proposals, and events that advance MCUF's mission. This unique opportunity allows you to raise funds that have a direct impact on national security and be part of the historic \$25 million campaign celebrating the Marine Corps' 250th birthday.

Key Responsibilities

- Manage daily fundraising operations, donor cultivation, solicitation, and stewardship.
- Develop and execute individual donor campaigns.
- Compose solicitations and proposals that have resulted in six- and seven-figure contributions.
- Maintain and optimize CRM database records (Bloomerang preferred).
- Plan and execute special events and donor engagement opportunities.
- Interact regularly and confidently with high-ranking public, military, and private sector leaders.
- Create and manage cause marketing/co-branding campaigns and strategic partnerships.
- Work with the diplomatic community to further organizational relationships and initiatives.
- Support board engagement and prepare executive-level meeting minutes.
- Manage social media campaigns to support fundraising and awareness.

Qualifications

- Bachelor's degree required; advanced degree preferred.
- 5–8 years of progressive fundraising experience with proven results from individuals, corporations, and foundations.
- Track record of composing solicitations or proposals that resulted in six- and seven-figure contributions.



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- Expertise in grant reporting and special event planning.
- Proficiency with CRM systems (Bloomerang ideal).
- Experience developing multifaceted partnerships.
- Proven ability to interact with senior-level leaders across military, public, and private sectors.
- Strong writing, communication, and organizational skills.
- Knowledge of military culture is beneficial.
- Ability to travel for nationwide events

Compensation

This is a 1099 contract position. Compensation will be commensurate with experience and competitive for similar roles.

About MCUF

The Marine Corps University Foundation enhances the education and leadership development of Marines by funding programs, lectures, research, and events that strengthen Marine Corps University's mission.

How to Apply

Interested individuals should send a resume and a brief email expressing their interest and areas of expertise to Angela Dunham at adunham@mcuf.org or call 703-640-6835.