

**University of British Columbia**  
**Director of Development, Gift & Estate Planning**  
**Development and Alumni Engagement**

UBC's Gift & Estate Planning office was established over 30 years ago to support donors making complex current and deferred gifts to the University. Gift & Estate Planning works directly with donors and their advisors, as well as Development & Alumni Engagement and other university colleagues, to provide advice on a full range of gift planning options to ensure donors are able to give in the most tax effective way possible for their particular financial situation. As well, the Gift & Estate Planning office administers all estate gifts and gifts of securities to UBC. The Gift & Estate Planning team raises significant funds annually in current gifts and future expectancies to support students, teaching, research and community outreach at the University.

**As Director of Development**, you will be responsible for operations under the Gift and Estate Planning umbrella, including planning, organizing and initiating strategies to achieve and surpass individual and unit annual goals of complex present gifts and deferred planned gift expectancies. You will also develop and implement strategies to enhance the planned giving program and specific gifting opportunities which may include bequests, complex present gifts, gifts of securities, gifts-in-kind, insurance, annuities, trusts and residual interests. You will be responsible for establishing and maintaining collaborative relationships with planned giving donors and professional advisors. This position will be responsible for customizing planned gifts of a complex nature for individual donors including elements of tax and estate planning and will act as resource person for information and advice on complex gifts for donors, professional advisors and UBC staff.

The incoming Director of Development will be working closely with the Senior Director, Gift & Estate Planning and assist with the preparation and monitoring of unit goals, manage and evaluate design, development, and coordination of projects. You will be involved in managing and motivating staff; may also be responsible for planning and approving professional development for staff and conducting performance reviews to ensure annual benchmarks and performance goals are achieved.

The ideal candidate will have a minimum of seven years of related experience and may come from a legal, trust, financial, non-profit or university background. You must be energetic, self-directed, and able to work confidently and successfully in a fast-paced development operation. Knowledge of university development and academic structure is preferred.

To apply to this position or if you have any questions, please apply directly to [careers.dae@ubc.ca](mailto:careers.dae@ubc.ca)

*Equity and diversity are essential to academic excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person.*