



The [University of California Press](#) invites applications for the [Development Officer, UC Press Foundation](#), an independent 501(c)(3) fundraising organization.

The UC Press Foundation conducts strategic fundraising activities to support UC Press's mission—publishing books and journals with a focus on social justice that shift paradigms in the arts, sciences, humanities, and social sciences. Founded in 1893, University of California Press is one of the most forward-thinking scholarly publishers, committed to influencing public discourse and challenging the status quo. Headquartered in Oakland, California, UC Press has a staff of 75 full time employees, and publishes approximately 185 new books and over 40 journals annually.

Reporting to the Director of the Foundation, the Development Officer will work on fundraising activities with an emphasis on growth to support the Press's mission.

The Development Officer of the Foundation works with the Foundation Director and Executive Assistant with annual fundraising involving membership, major gifts, and foundation, government, and corporate grants. Primary focus of responsibilities will be on grant writing, tracking, submissions and reporting, with ongoing research on new grant funding opportunities. The position will assist with donor stewardship, pipeline building campaigns and prospective supporter identification, cultivation, solicitation and outreach. The Development officer will help plan and organize meetings and events for UC Press stakeholders and supporters. This position requires a working knowledge and demonstrated success with grant fundraising and development best practices, ideally with past experience within a cultural institution or higher education setting. A solution focused and positive approach to jumping into multiple projects while collaborating within a small team is a must.

The position provides an unparalleled opportunity to support the mission of one of California's leading cultural organizations.

This is a hybrid position based in downtown Oakland, CA.

If interested, please apply [online](#) to Job ID: 64258

For more information contact:  
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To view a list of all qualifications for this position and to apply, please visit our [careers page](#). To learn about the University's competitive salary and benefits program, please visit [UC Compensation & Benefits](#).