



QuestBridge Development Director Job Description

The QuestBridge Development Director position offers an opportunity to contribute to the growth of an expanding community of highly motivated individuals. QuestBridge is a nonprofit program that connects high-achieving low-income students with educational opportunities that can change their lives, as well as the demographics of our nation's leading educational institutions.

Additional information on QuestBridge and its parent organization, the Quest Scholars Program, can be found at www.questbridge.org.

Roles and Responsibilities

The role will work with Quest Founders and Board Members (e.g. Senator Bill Bradley) to introduce new donors to Quest, and help maintain existing donor base. Good people and writing skills important. Previous non-profit experience not necessary. Sales background would help as well. College degree required.

Qualifications

- Strong belief in the goals and mission of QuestBridge and the Quest Scholars Program.
- Strong communication skills, both oral and written.
- Minimum of a Bachelor's degree required.

Compensation

Competitive compensation, variable according to experience and abilities. Benefits or equivalent compensation included with full-time employment.

Hours & Location of Work

This is a full-time position. QuestBridge's office is located in Palo Alto, approximately one mile from the Stanford University campus.

Application Process

Please send cover letter and resume to jobs@questbridge.org, or mail to:

QuestBridge

Ref: Development Director position

120 Hawthorne Avenue, Suite 103

Palo Alto, CA 94301

