Calvin College: Advancement Division

President

Vice President For Advancement

Executive Assistant

Alumni, Parent and Community Relations
Director
- *Associate Director*
- *Office Manager*
- *Chapter/Reunion Coordinator*
- *Program Coordinator*

Communications & Marketing
Director
- *Associate Director*
  - *Senior Writer*
  - *Managing Designer*
    - *Senior Designer*
    - *Graphic Designer*
- *Print and Multimedia Communications Manager*
- *Web Manager*
- *Media Relations Manager*
  - *Sports Information Coordinator*
- *Producer of Inner Compass*
- *Assistant*

January Series
Director
- *Assistant*

Advancement Services
Director
- *Business Analysts (2)*
- *Assistants – Constituent Records (2)*
- *Assistants – Gift Specialists (2)*
- *Event Coordinators (2)*
- *Department Assistant*

Calvin Annual Fund
Director
- *Manager of Phonathon and Analytics Specialist*
- *Manager of Annual Fund Communication & Programming*
- *Assistant*

Music Events
Manager
- *Program Coordinator – Oratorio and Alumni Choir*
- *Coordinator – Music Tour and Web Site*
- *Assistant*

Foundations and Scholarship
Director
- *Program Coordinator of Named Scholarship Program*
- *Manager of Grant Proposals and Sponsored Research*
- *Manager of Grant Proposals*
- *Assistant*

Development Giving
Director of Regional Gift Officers
- Stewardship Coordinator
- Regional Gift Officers (9)
- Assistants (3)

Gift Planning
Director
- *Associate Director*
- *Tax Accountant*
- *Legal Assistant*

Last Revision: September 2011