



UtahState
University

Boyden Executive Search Contact

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Position Summary

The Associate Vice President (AVP) of Central Development provides leadership and strategic direction to departments central to the fundraising operations of USU, including annual giving, corporations and foundations, planned giving, and university wide development. As a key member of the Advancement leadership team, the AVP actively participates in making strategic decisions that affect USU's fundraising programs and operations, ensuring a united, organized, and progressive fundraising approach. The AVP is responsible for setting production goals for university-wide programs and services that aim to progressively and boldly address the fundraising needs of the university. In addition, the AVP is expected to lead major gift acquisitions and serve as a key member of the Principal Gift Workgroup (PGW).

Core Responsibilities

Strategic Planning and Coordination

- Provide strategic leadership and direction to annual giving, corporation and foundations, gift planning, and university-wide development to drive increased development activity and total contributions.
- Work with advancement staff and key campus leaders to develop and/or manage an overall fundraising strategic plan that deploys Advancement's many fundraising support services.
- Ensure alignment with the university's and Advancement's strategic plans.
- Serve as a member of the PGW and the Campaign Strategy team.

Goal Setting, Management, and Achievement

- Build, maintain, and nurture a high-functioning team that is aligned with Advancement's vision, budget, and growth plans.
- Effectively lead change initiatives that affect development staff, emphasizing fundraising growth and performance.
- Accurately and effectively oversee a performance management program by providing continual employee feedback and recognition. Conduct regular and timely performance appraisals that inspire accountability, success, continuous improvement, and professional growth.
- Serve as a mentor and role model for all staff, exemplifying USU's mission, vision, and values.
- Travel throughout the United States, and possibly abroad, to represent USU and connect with both present and prospective donors.

Central Development, Major Gift Acquisition, and Strategic Initiatives

- Utilize industry-wide concepts and effective practices in fundraising planning, strategy, and implementation.
- Lead major gift proposals and drive fundraising success.
- Participate in national thought leadership conversations and conferences related to Advancement, central development strategies and donors trends with organizations including and not limited to: AGB, CASE and EAB.

Collaboration and Leadership

- Work closely with university administrators and board leadership to maximize and optimize fundraising opportunities.
- Collaborate with Advancement leadership and university colleagues to ensure USU donors and volunteers have gratifying gift and engagement experiences.
- Facilitate successful multi-college/unit projects by ensuring proposals, gift acquisition, and stewardship activities are donor-centric and balance the individual needs and requirements of college/units.

Board and Volunteer Engagement

- Work in collaboration with the AVP of Collegiate Development to provide leadership for USU Foundation's Development Committee.
- Participate and provide information as needed to the USU Foundation and the USU Alumni Advisory boards.
- Collaborate with college, USU Athletics, and state-wide boards to ensure effective strategies pertaining to central development programs.
- Understand and implement successful engagement strategies to create exceptional engagement experiences for USU board members.

Qualifications

- An earned bachelor's degree from an accredited college or university.
- Eight to ten years of experience working as a professional fundraiser with progressive promotion to increased responsibilities.
- Comprehensive knowledge and understanding of current theory and practice in the philanthropic field.
- Proven ability to develop and execute comprehensive and innovative fundraising programming.
- Demonstrated track record of leading, mentoring, and inspiring staff to achieve goals and implement innovative strategies for success.
- Experience with fundraising techniques used in annual fund and organization-wide fundraising campaigns and initiatives.
- Excellent communication, presentation, and interpersonal/relationship-building skills.
- Superior skills in leadership, operations management, board management, and fiscal management.

Preferred Qualifications

- Significant achievement leading and coaching professional fundraisers with documented success in achieving goals.
- Has participated, held leadership positions, or been involved with national professional organizations related to fundraising and Advancement.
- Has success in grant writing and working with sponsored programs.
- Experience and success with comprehensive capital campaigns.

Skills and Competencies

- Significant accomplishment in major gifts fundraising and closing complex gifts, with demonstrated success in closing gifts of \$1,000,000 or more.
- Demonstrated experience building successful, productive, and collaborative relationships with top university administrators, deans, and trustees.
- Demonstrated experience staffing and working with high-end university advisory boards and committees comprised of prominent corporate and community volunteers and alumni.
- Demonstrated success in working with external boards and foundations comprised of prominent corporate and community volunteers and alumni.
- Extensive supervisory and coaching experience of professional staff.
- Excellent written, verbal, and interpersonal communication skills, as well as analytical, research, and management skills.
- Familiarity with fundraising.
- Maturity and ability to handle multiple tasks simultaneously in a deadline-oriented environment.
- Knowledge of and commitment to the use of information technology to support advancement programs.
- Strong interpersonal skills, particularly with donors, volunteers, and staff members from diverse backgrounds.
- Outstanding oral and written communication skills and the ability to effectively present information and respond to questions from internal and external audiences.
- Ability to position the president to maximize potential as a fundraiser for the university.
- Willingness and ability to travel; evening and weekend work is required.
- Maintain dignity and self-control in difficult situations.

Salary and benefits are competitive and commensurate with experience and qualifications.

Disclaimer

This position description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive list of all duties, responsibilities and qualifications required of employees assigned to the position.

The Division of Advancement is a welcoming office where inclusiveness and teamwork are highly valued. Advancement staff are engaged in the meaningful work of securing private financial resources to fuel Utah State University's mission by creating gratifying gift and engagement experiences for USU's generous and passionate alumni and friends. Comprising the division are the office of the Vice President, the USU Foundation & Board, Advancement Services, the Alumni Association (Alumni Engagement), Gift Planning, Corporations and Foundations, Strategic Communications, the Annual Fund and ACE (Alumni Center for Engagement). Furthermore, the division coordinates all fundraising efforts across campus, including colleges, various programs, extension campuses, and USU Athletics. Through the collaboration of these units, the Division of Advancement is able to achieve significant annual fundraising goals by inspiring stakeholders to invest their time and resources in Utah State University.

Boyden Contacts



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About Boyden

Founded in 1946, Boyden global executive search was the first firm to focus entirely on retained executive search. Others would soon follow, using many of the basic tenets and principles that Sidney Boyden put in place: maintaining a strict code of ethics and standards; establishing a global presence; creating uniform processes; and working with highly experienced business partners. These aspects of Sidney Boyden's vision are still in use today.

Boyden continues to be a leader in the executive search industry. Through the ever-expanding use of cutting-edge technology, while always adhering to strict ethical standards, we remain true to our rich heritage as the founders of retained executive search. We cover the globe with over 70 offices in more than 40 countries, led by resident professionals adept at working in a global economy. We are poised to help our clients find the people who will lead them today and into the future. In addition to retained executive search, Boyden works with clients seeking advice regarding their Boards. We also assist clients with interim management and leadership assessment.

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