

**Boyden Executive Search Contact**Wendy Wilsker | 781.572.5703 | wwilsker@boyden.comJill Coran | 617.548.6447 | jcoran@boyden.com**Job Summary**

The Senior Director of Development for the School of Engineering serves as the lead Advancement Officer for the school, responsible for designing and implementing a comprehensive advancement program that secures philanthropic resources for the top priority projects of the Institute and the school. The Senior Director of Development will directly report to the Assistant Vice President for Advancement and Constituent Development and with the responsibility to lead and collectively support the Dean of the School of Engineering on matters pertaining to school's fundraising. The Senior Director works cooperatively with the Central Advancement Office, Alumni Engagement, Annual Giving, Corporate and Foundation Philanthropy, Planned Giving, and Regional Advancement to build successful fundraising programs for the school, and supports the dean on matters of school fundraising. The primary responsibility is cultivating and soliciting 150 to 200 prospects capable of making gifts of \$100,000 to \$2.49 million.

Duties and Responsibilities

- Raise new commitments from prospects capable of gifts of \$100,000 to \$2.49 million, as identified in goals and objectives. (25%)
- Prepare and submit proposals as specified in goals and objectives. (10%)
- Conduct pre-planned face-to-face prospecting and cultivation visits as specified in goals and objectives. (20%)
- Conduct major moves as specified in goals and objectives. (10%)
- Manage and increase membership in the School of Engineering Dean's Leadership Council and other high-level volunteer structures. (10%)
- Identify additional potential donors for the school and coordinate their cultivation and solicitation through the Central Advancement Office, working with central staff across annual giving, corporate and foundation philanthropy, planned giving, and alumni engagement. (5%)
- Maintain up-to-date prospect information in Advance through the prospect tracking system. (5%)
- Coordinate prospect strategies with deans and school-affiliated development officers. (5%)

- Establish school goals, operating plan and prospect pipeline. (5%)
- Participate in and present at prospect strategy sessions. (5%)
- Other duties as assigned by the Vice President and the Senior Associate Vice President or designee.

Target Goals and Objectives (FY27)

Annual Targets	Goal
<i>Targets are represented below based on position expectations. Managers will work with Major Gift Officers to set an annual goal based on portfolio and anticipated solicitations.</i>	
Dollar goal – newly documented commitments:	
• 1st and 2nd Year	\$1.5 M+
• Sustained Giving (3 years +)	\$2.5 M+
Annual Goals	
Visits – site, virtual and campus visits	100
Qualification Visits	
• 1st and 2nd Year	60
• Sustained Giving (3 years +)	36
Major Moves – actions related to answering key questions that move a prospect closer to a gift	200
Total # of Solicitations (\$2,500 - \$99,999)	45% - 55% of portfolio
<i>45% - 55% of assigned prospects should be solicited for a gift within this range</i>	
Total # of Solicitations greater than \$100,000	
<i>20% of assigned prospects should be solicited for a gift within this range</i>	20% of portfolio

Qualifications

- BS or BA degree and a minimum of seven years of experience in higher education advancement; master's degree preferred.

Knowledge, Skills, and Abilities

- Proven ability to establish and maintain relationships with major gift prospects, manage high-level volunteers, and close major gifts of \$50,000 or more.
- Ability to set priorities while contributing to the broader team effort in Institute Advancement.
- Willingness and ability to travel at least 35% of the time.

RPI's Commitment to Community and Inclusion

Community is a core value at RPI. RPI is committed to the cultivation of a community that is welcoming, inclusive, and above all values learning. It welcomes candidates who bring a variety of perspectives to their work and campus communities.

At RPI, all members of the community are challenged to ask, "Why not change the world?" To accomplish this, it seeks to engender intellectual agility, multicultural sophistication, and global awareness in its students. This requires fostering and nurturing a representative variety of persons, groups, and resources to encourage their engagement. RPI maintains an inclusive and collaborative environment, which is critical to reaching its fullest potential. This is why community must be, and is, at the very core of RPI's mission and values as the nation's first technological university.

RPI strives to develop aspirational goals, strategies, actions, and initiatives that nurture and sustain an inclusive living, learning, and working environment. This is the catalyst to strengthening its efforts to become the most accessible, warm, welcoming, supportive, and inclusive community that it can be.

Compensation

The salary range for this position is \$130,000 to \$140,000 dependent on relevant experience.

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About Boyden

Established in 1946, Boyden pioneered the first organized approach to executive search. Boyden has a network of more than 350 professionals in over 75 offices in 45 countries. Worldwide, the Boyden culture is based on professionalism, integrity, high personal partner involvement, and a commitment to exceed client expectations.

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