

**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 Science will serve as the lead Advancement Officer in the school, responsible for designing and implementing a comprehensive advancement program to secure philanthropic resources for the top priority projects of the Institute and the school. The Senior Director of Development will work cooperatively and collegially with members of the Institute’s Central Advancement Office to effectively build successful fundraising programs for the school. The Senior Director will lead on behalf of and support the Dean of the school on matters pertaining to school project fundraising. This role will carry a portfolio of approximately 85 major gift prospects who have the capacity to make gifts in the range of \$100,000 to \$2.49 million.

The Senior Director of Development, School of Science will report to the Associate Vice President, Advancement & Constituent Development, John Prizner, with a dotted line relationship to the Dean, School of Science, Steve Trait.

We are seeking candidates who will bring an entrepreneurial and innovative growth mindset to this role and who are aligned with Institutional Advancements values of trust, respect, humor, high-achieving and appreciation. The incumbent will join a highly collaborative team with a commitment to elevating a “best in class” advancement program.

Key Responsibilities

- Provide strategic leadership in securing major and principal philanthropic commitments, raising new gifts from prospects capable of commitments ranging from \$100,000 to \$2.49 million, and aligning donor interests with the School of Science’s highest academic, research, and institutional priorities.
- Lead the design and execution of sophisticated cultivation and solicitation strategies, including the preparation, presentation, and submission of compelling gift proposals, and the conduct of strategic, pre-planned, face-to-face engagements with high-capacity individuals, families, corporations, and foundations.
- Serve as a trusted strategic advisor to the Dean, developing and articulating persuasive cases for support that clearly communicate the School of Science’s vision, priorities, and impact, and that advance the objectives of RPI Forward and the Institute’s long-term strategic plan.

- Serve as a member of the School of Science Dean’s Executive Leadership Team, working in close partnership with associate deans, senior faculty, and senior staff to shape school-wide strategy, embed philanthropy into academic and research planning, and ensure alignment between advancement efforts and institutional leadership priorities.
- Partner closely with the Dean and Institute Advancement leadership, including principal gifts, gift planning, regional, and annual development teams, to plan, direct, and implement an integrated fundraising strategy that advances the School of Science’s annual and campaign goals.
- Lead stewardship for the School of Science, in close partnership with Institute Advancement staff, ensuring a coordinated, high-touch stewardship program for major and principal gift donors that includes timely acknowledgment, meaningful engagement opportunities, and compelling impact reporting.
- Provide exemplary stewardship of major and principal gift donors, strengthening donor confidence, promoting long-term relationships, and supporting sustained giving, renewals, and upgrades in alignment with institutional best practices.
- Mobilize and engage School of Science faculty and members of the Leadership Council as philanthropic partners, facilitating their involvement in donor strategy, proposal development, solicitation, and stewardship, and strengthening a culture of philanthropy across the school.
- Identify, qualify, and develop new high-capacity prospects for the School of Science, and coordinate their cultivation and solicitation through the Central Advancement Office, working collaboratively across Institute Advancement to execute a comprehensive development strategy, including:
 - Major and leadership annual giving
 - Corporate and foundation philanthropy
 - Planned giving
 - Alumni engagement
- Provide leadership in prospect strategy and portfolio management, actively participating in and presenting at prospect strategy sessions, and contributing to coordinated moves management and long-range pipeline development.
- Maintain accountability for ambitious annual fundraising goals, consistent with those of a Senior Director of Development, including portfolio performance, revenue outcomes, activity metrics, and strategic progress toward campaign objectives.

Preferred Competencies and Qualifications

- A commitment to the mission of Rensselaer Polytechnic Institute—to educate the leaders of tomorrow for technologically based careers, celebrating discovery and the responsible application of technology to create knowledge and global prosperity;
- Experience in higher education and history of cultivating and closing major gifts;
- An ability to establish and maintain relationships with major gift prospects and to close gifts;

- An ability to set priorities while also contributing to a team effort in Institute Advancement;
- Excellent oral and written communication skills;
- Strong organizational skills;
- An ability to deal with technical information and to translate this information into a product salable to non-technical internal and external constituencies;
- Flexibility in dealing with a wide variety of people;
- An ability to process information quickly and accurately;
- An ability to work effectively under pressure and meet established goals and objectives;
- An ability to demonstrate an understanding of Rensselaer and its major initiatives;
- An ability to multi-task, handle multiple projects and deadlines; and
- An ability to thrive in a team environment.

Rensselaer Polytechnic Institute will consider candidates with a broad range of backgrounds. A bachelor's degree or an equivalent combination of education and experience and at least seven years of progressively responsible fundraising experience is preferred.

Salary and Benefits

The hiring range for this position is \$130,000 to \$145,000 annually. Rensselaer provides this hiring range as a good faith estimate of what the starting pay will be offered to the successful candidate. Rensselaer's Total Compensation Program is designed to provide stable pay growth, a comprehensive and affordable benefits package, and a comprehensive and affordable retiree medical and prescription plan. Rensselaer is recognized locally and nationally for the depth and breadth of its compensation and benefits program. Its goal is to provide you and your family with a comprehensive health and welfare program as an umbrella of financial security and protection during your employment. Learn more [here](#).

Location

Rensselaer Polytechnic Institute is in Troy, New York. The position may have the opportunity for a hybrid working arrangement (a combination of on- and off-site).

Rensselaer Polytechnic Institute's Commitment to Diversity, Equity, and Inclusion

Diversity is a core value at Rensselaer. The Institute is comprised of a diverse community with respect to ethnicity, race, culture, religion, national and geographic origin, gender, and gender identity. Its focus is on intellectual excellence and agility, multicultural sophistication, and a global view. That means that it is, and must always strive to be, a campus open to the full range of ideas and perspectives.

At Rensselaer, 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 a global view in its students. This requires contributions from a rich diversity of persons, groups, and viewpoints. Fostering and nurturing this diversity, and the inclusive and collaborative environment required for it to reach its fullest potential, must be, and is, at the very core of Rensselaer's mission and values as the nation's first technological university.

Rensselaer strives to develop aspirational goals, strategies, actions, and initiatives which nurture and sustain a diverse and inclusive living, learning, and working environment that will ultimately help it make real progress in strengthening its efforts to become the most accessible, warm, welcoming, supportive, and inclusive community that it can be.

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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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