

## **Rutgers Foundation – Associate Vice President for Development and Chief Development Officer, Rutgers Cancer Institute of New Jersey**

### **Job Summary – AVP for Development and Chief Development Officer:**

The Rutgers University Foundation seeks a growth-minded and compassionate fundraising leader to serve as Associate Vice President for Development (AVP) within Rutgers Health and as the Chief Development Officer for Rutgers Cancer Institute of New Jersey (CINJ). The AVP will chart a bold course for CINJ that heightens fundraising success and broadens engagement of grateful patients and families.

This is an exciting time to join Rutgers as plans for growth in anticipation of the University's next comprehensive campaign. Within CINJ, momentum is already building as the Institute focuses on growing its grateful patients program, closed the largest gift in its history (\$25M) to create the Duncan and Nancy MacMillan Cancer Immunology and Metabolism Center of Excellence, which now serves as the hub for CINJ philanthropic activity and is uniquely impacting the field of cancer, and is partnering with RWJBarnabas Health to found a statewide campaign to fight cancer.

One of the nation's 52 NCI-designated Comprehensive Cancer Centers and the state's only such center, CINJ manages 100,000+ annual patient visits and delivers world class cancer care through a team of internationally recognized experts. Researchers from CINJ have made outstanding scientific contributions towards the national goal of reducing the incidence of cancer and improving the outcomes for cancer patients. Under the innovative and passionate leadership of CINJ's Director, Dr. Steven K. Libutti, the center has experienced significant growth and is positioned to support even more patients with comprehensive new programs that will offer greater access to cancer prevention and treatment. During Dr. Libutti's tenure, CINJ and health system partners for cancer have raised over \$100M in federal, state, and philanthropic support.

Reporting to the Vice President for Rutgers Health Development, Will Green, the AVP will serve on the Director's leadership team as a creative fundraising partner and strategist. The AVP will oversee a team of six high-performing development professionals focused on frontline fundraising and the engagement of grateful patients and families. To successfully lead the team to new heights of success and leverage CINJ's rising profile, the AVP will enhance existing development efforts, focusing on relationship-driven donor cultivation while seeking innovative new opportunities and partnerships. The AVP will also be tasked with working closely with Rutgers clinical partner, RWJBarnabas Health, to launch a joint campaign to fight cancer in the state of New Jersey.

The successful candidate will offer seven to ten years of experience with proven success in fundraising and engagement including a track record of identifying new donors and architecting long-standing partnerships, particularly with high-profile individuals, corporations, and foundations. Experience raising gifts from alumni and grateful patients in a medical setting is a plus. Excellent organizational and interpersonal skills, the charisma and intellectual curiosity to partner with the Director and CINJ leadership working on cutting-edge cancer programs and research, will be critical.

Impeccable verbal and written communication skills will be required for this role, as will be the ability to translate research and technical subject matters to a variety of audiences and stakeholders to build the case for support for the Center's various strategic needs. A sense of accountability, self-awareness, and a team approach is necessary, in addition to having a passion for working within an academic medical environment, and the desire to build authentic relationships and demonstrate empathy towards affected alumni and grateful patients.

### Essential Functions:

- Expand the pipeline of donors – deepening relationships with existing and discovering new donors – with a view to broadening support for Center priorities.
- Manage a pool of targeted major and principal gifts prospects (\$1M+) to gain support through direct funding, gifts-in-kind, or other collaborative agreements; partner externally with senior leaders to maintain and establish regular avenues of communication and identify areas of mutual interest. Work similarly with corporate and foundation donors.
- Help to manage, grow, and provide focus to the volunteers of the Director's Leadership Council.
- Strategically organize the Director's time and resources in matters of advancement. Staff the Director appropriately in Center/University leadership meetings and conversations, at donor solicitations, and special events.
- Provide exemplary leadership, direction and mentorship to the existing development team while planning for expansion in the future. Lead by example, bringing staff along on joint donor visits while empowering them to make visits of their own. Communicate an overall strategy for the staff while including them in the decision process.
- Represent CINJ as a member of the leadership team and cultivate/maintain strong working relationships with department chairs, physicians, and researchers. Recognize and celebrate the complexity and innovation work at CINJ and correspondingly seek to support it. Leverage CINJ staff members' connections to successful alumni, patients, and corporations in order to realize both specific and general support for fellowships and research initiatives.
- Explore and pursue alumni engagement and development opportunities. Develop a plan to engage alumni and grateful patients with CINJ and its priorities.
- Collaborate with the Vice President for Rutgers Health Development to join CINJ fundraising goals to those of the overall Foundation and University.
- Serve as a strong colleague to other unit development officers and specialized fundraising colleagues in central development.
- Provide leadership to a team of six including a Senior Director of Development, two Directors of Development, two Associate Directors of Development, and a Development Assistant.
- Grow unrestricted dollars to CINJ.

### Skills and Abilities:

#### **Consistency**

- Execute and deliver successful complex, pan-university initiatives.
- Inspire, develop, and lead a team.
- Demonstrate commitment to organizational purpose, values, and priorities.
- Influence and inspire colleagues, volunteers, team members, and partners.
- Demonstrate knowledge and sophisticated understanding of inclusion for all constituents.
- Demonstrate the ability to operate autonomously.

#### **Contributions**

- Able to deliver on goals and metrics for your fundraising portfolio (directly and indirectly).
- Sustain and elevate working relationships with internal and external partners.
- Set the operational goals and vision for the department/project/program.
- Builds consensus with partners and team members.

- Proactively problem-solve and critically think about implications outside your direct portfolio and within the enterprise.
- Able to identify, design, and recommend solutions to executive leadership, department-wide, divisionally, and enterprise-wide.
- Able to define the meaning of success and the intended impact of programs and initiatives.

### Competencies

- Demonstrate an ability to create an increasingly more complex constituent/stakeholder strategy and work collaboratively with other areas within the organization.
- Effective in the translation of complex initiatives, ideas, and operationalization of the organization's purpose.
- Demonstrate the ability to lead cross-functional projects across the organizational enterprise and university.
- Develop the actual strategies to fulfill the vision of university leadership.
- Quickly gain knowledge and understanding of one's responsible areas and the University/Enterprise.
- Understand the impact of decisions within the areas of responsibility and the effect on other areas of the organization and University.

### Leadership

- Lead a team effectively and execute comprehensive department/project/program strategy.
- Serve as a member of the organization's management team.
- Present and represent projects to university leadership.
- Demonstrate ability to successfully manage and lead a team (and/or staff volunteers) in a way that maximizes the potential of each team member.
- Ability to lead, assess, reimagine, and lead new initiatives.
- Begin to demonstrate the abilities and capacity to serve as a senior leader of the organization.

### Education and Qualifications:

Bachelor's degree and 7-10 years of progressively responsible experience in fundraising as both a manager and frontline gift officer. Preference will be given to candidates with experience in higher education, healthcare, or an academic medical environment. Master's degree preferred.

### Mental Demands:

Clarity of focus while juggling complex projects or deadlines.

### Working Conditions:

This position requires little physical effort. Will work evenings, weekends, or odd hours to meet resource-raising commitments. Typical working conditions with an absence of disagreeable elements. This position requires some early mornings and late evenings to accommodate meetings, travel, events, and external constituents' schedules.

**Benefits:**

- Office-centric hybrid work schedule.
  - Comprehensive medical.
  - Comprehensive no cost dental, and no cost vision insurance for employee and dependents.
  - 403(b) plan with matching employer contribution.
  - Accrual of three weeks of annual vacation time, in addition to two personal holidays and three administrative leave days each year.
  - 9 holidays, as well as paid time off between December 25 and January 1.
  - Parental leave.
  - Significant tuition reductions.
  - Professional development is highly valued at the Rutgers University Foundation, where employees are encouraged to look across the organization to develop new skills and abilities for professional career progression.
  - \$40 monthly cell phone reimbursement.
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***Equal Employment Opportunity***

*It is Foundation policy to provide equal employment opportunity to all its employees and applicants for employment regardless of their race, creed, color, national origin, age, ancestry, nationality, marital or domestic partnership or civil union status, sex, pregnancy, gender identity or expression, disability status, liability for military service, protected veteran status, affectional or sexual orientation, atypical cellular or blood trait, genetic information (including the refusal to submit to genetic testing), or any other category protected by law. As an institution, we value diversity of background and opinion, and prohibit discrimination or harassment based on any legally protected class in the areas of hiring, recruitment, promotion, transfer, demotion, training, compensation, pay, fringe benefits, layoff, termination or any other terms and conditions of employment.*

**COVID-19**

*Under Presidential Executive Order 14042, Executive Order on Ensuring Adequate COVID Safety Protocols for Federal Contractors, employees must be fully vaccinated prior to beginning employment with the Rutgers University Foundation.*

*The Foundation will consider requests for exemptions from the executive order's vaccination requirement for medical or religious reasons. However, if you are not granted an exemption for a medical or religious reason, you must be fully vaccinated against COVID-19.*

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Rutgers Foundation has partnered with Boyden Executive Search. For more information about this opportunity or to submit a cover letter and resume, please email:

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