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ASSOCIATE DIRECTOR OF DEVELOPMENT, NATIONAL ACADEMY OF ENGINEERING

Washington, DC

<http://nasonline.org>



The Aspen Leadership Group is proud to partner with The National Academies of Sciences, Engineering, and Medicine in the search for an Associate Director of Development, National Academy of Engineering.

The Associate Director of Development will work with the National Academy of Engineering (NAE) Director of Development, NAE senior leadership, and Office of Development colleagues to plan, implement, and coordinate effective strategies and approaches to identify, cultivate, solicit, and close major and leadership gifts from individuals, corporations, and foundations. The Associate Director will collaborate with the Director of Development to set annual fundraising plans; manage a portfolio of major gift prospects including cultivation, solicitation, and stewardship, via face to face meetings, phone calls, and emails; travel locally and nationally to visit prospects; prepare and review fundraising letters, proposals, and other materials; and liaise and coordinate with NAE membership and executive offices as well as development colleagues to plan and deliver fundraising goals for NAE.

The Associate Director will actively participate in building a culture of philanthropy and will work collaboratively with senior program colleagues across a decentralized development office and multi-tiered institution. The Associate Director will provide innovative solutions to complex problems that impact the office's success as well as establish processes and procedures to ensure the effective and efficient operation of the fundraising function.

The National Academies of Sciences, Engineering, and Medicine (the National Academies) are private, non-profit institutions that provide expert advice on some of the most pressing challenges facing the nation and the world. Their work helps shape sound policies, inform public opinion, and advance the pursuit of science, engineering, and medicine. The National Academies believe that their people make them unique, so they ensure that their employees feel fulfilled in what they do, and, at the same time, enjoy work-life balance. The National Academies offer a world-class benefits package that includes health, retirement, and transportation benefits.

In addition to its role as advisor to the federal government, the National Academy of Engineering conducts independent studies, hosts symposia, and carries out other activities to examine important topics pertaining to engineering and technology. These activities are carried out both independently by the NAE Program Office and jointly with other units of the National Academies in order to address relevant public policies and issues related to engineering and technology including, but not limited to, engineering education (pre K-12, STEM, college and graduate, diversity, quantity, etc.), and other workforce issues; public understanding of engineering; healthcare; engineering ethics and practice; the economy and society; engineering and the environment, energy, information technology; national security and crime prevention; and public policy and program reviews.

The Office of Development (OD) for the National Academies plays an important role in their philanthropic efforts. As 501(c)(3) non-profit organizations, the National Academies count on the generosity of private donations to further their mission to advance science and technology; to advise government on policy for scientific, technical, medical, and engineering institutions; and on applications of science and technology to policy. The OD is the National Academies' fundraising arm and raises private support for projects and activities across the Academies from individuals, corporations, and foundations.

REPORTING RELATIONSHIPS

The Associate Director of Development, National Academy of Engineering will report to the Director of Development, National Academy of Engineering.

PRINCIPAL OPPORTUNITIES

This is an exciting opportunity to join the leadership of one of the world's most important and influential scientific bodies. The National Academies of Sciences, Engineering, and Medicine provide expert advice on some of the most pressing challenges facing the nation and the world. Their work helps shape sound policies, inform public opinion, and advance the pursuit of science, engineering, and medicine. Academy members are among the world's most distinguished scientists, engineers, physicians, and researchers and include more than 300 Nobel laureates.

The National Academies are embarking on their first comprehensive fundraising campaign in nearly 20 years. With deep linkages to the top foundations and leading philanthropists in the US and around the world, the National Academies are poised to launch a successful campaign with a transformational impact. Under the leadership of its three presidents, Marcia McNutt, Dan Mote and Victor Dzau, the National Academies are deeply committed to mobilizing philanthropic support to advance its mission.

Society is facing an array of complex policy questions. The National Academies are distinctly qualified to provide nonpartisan, objective guidance for decision makers and the public. As they have done since their founding in 1863, they marshal the energy and intellect of the nation's leading critical thinkers to respond to policy challenges with science, engineering, and medicine at their core. This is an opportunity for an Associate Director of Development to work closely with the leading figures in science and technology as the National Academies deepen the impact of science on the great challenges facing society, and strengthen the role of science, engineering, and medicine in decision making for the public and for policy makers.

PRIMARY RESPONSIBILITIES

The Associate Director of Development, National Academy of Engineering will

- in collaboration with the Director of Development, support the President, Vice President, Executive Officer, and Chief Development Officer in fundraising activities;
- develop strategies to cultivate, solicit, and steward prospects;
- actively manage a portfolio of prospective major donors via face-to-face meetings as well as written and telephone contact throughout the donor life cycle;
- travel as needed for donor meetings and events;
- work with the Director of Development in planning fundraising activities to deliver against goals and objectives as needed including strategic planning, assisting in identifying funding sources and opportunities;

- proactively identify new prospective donors to be added to the portfolio;
- communicate with members, donors, their representatives, and others as necessary to facilitate and nurture prospect relationships and gifts;
- draft and edit correspondence, proposals, briefings, donor stories, and collateral fundraising materials for Academy leadership as appropriate;
- liaise with NAE membership and development colleagues in planning and delivery of annual appeals, acknowledgements, communications, corporate and foundation relations, stewardship and events;
- actively participate in building a culture of teamwork, collaboration, creativity, and high performance with employees of the Office of Development, NAE membership and Executive Office, employees of the National Academies, volunteers, donors, and members of the National Academies;
- participate as needed in the general activities of the Office of Development, including support of other staff and special projects as needed;
- represent the Office of Development in conferences, seminars, and other public and private events to advance the goals of the organization; and
- remain current and fully informed of laws, techniques, and advancements in the fundraising profession.

KEY COLLEAGUES



Michael Murphy

Chief Development Officer, National Academies of Sciences, Engineering, and Medicine

Michael Murphy joined the National Academies of Sciences, Engineering, and Medicine as their Chief Development Officer in 2015. Prior to moving to Washington, he served as Chief Executive Officer of the Foundation and Friends of the Royal Botanic Gardens, Kew in London, where he led its £100 million Breathing Planet Campaign. Murphy has served as the Associate Director of Development for the Royal Society in London, where he led its successful 350th Anniversary Campaign. Murphy has also held senior positions at the Dublin City University Educational Trust, Antioch College and Planned Parenthood of Chicago.

Murphy received a Bachelor's degree in East Asian Studies from Lawrence University with a period of undergraduate study at the Beijing Foreign Languages Institute and the Chinese University of Hong Kong. He holds a master's degree in management from the McGregor School of Antioch University with subsequent executive education at the Stanford Graduate School of Business.

He is a dual citizen of the US and UK and has lived in four countries on three continents.



C.D. Mote, Jr.

President, National Academy of Engineering

C.D. (Dan) Mote, Jr. is President of the National Academy of Engineering (NAE) and Regents Professor, on leave, from the University of Maryland, College Park.

Dr. Mote is a native Californian who earned his BS, MS, and PhD degrees at the University of California, Berkeley in mechanical engineering between 1959 and 1963. After a postdoctoral year in England and three years as an assistant professor at the Carnegie Institute of Technology in Pittsburgh, he returned to Berkeley to join the faculty in mechanical engineering for the next 31 years. He and his students investigated the dynamics, stability, and control of high-speed rotating and translating continua (e.g., disks, webs, tapes, and cables) as well as biomechanical problems

emanating from snow skiing. He coined the area called “dynamics of axially moving materials” encompassing these systems. Fifty-eight PhD students earned their degrees under his mentorship.

At Berkeley, he held an endowed chair in mechanical systems and served as chair of the mechanical engineering department from 1987 to 1991 when the National Research Council (NRC) ranked its graduate program effectiveness highest nationally. Because of his success at raising funds for mechanical engineering, in 1991 he was appointed Vice Chancellor at Berkeley expressly to create and lead a \$1 billion capital campaign for the campus that ultimately reached \$1.4 billion.

In 1998, Dr. Mote was recruited to the presidency of the University of Maryland, College Park, a position he held until 2010 when he was appointed Regents Professor. His goal for the University was to elevate its self-expectation of achievement and its national and global position through proactive initiatives. During his tenure the number of Academy members among the faculty tripled, three Nobel laureates were recognized, and an accredited school of public health and a new department of bioengineering were created. He also founded a 130-acre research park next to the campus, faculty research funds increased by 150%, and partnerships with surrounding federal agencies and with international organizations expanded greatly. The number of students studying abroad tripled, and he created an annual open house day that has attracted over 100,000 visitors on that day, founded a charitable foundation for the campus whose board of trustees launched a \$1 billion capital campaign that reached its goal, and took every student to lunch that wanted to go. The Academic Ranking of World Universities ranked the campus #36 in 2010 and its Engineering School #13 globally.

The NAE elected him to membership in 1988, and to the positions of Councillor (2002-2008), Treasurer (2009-2013), and President for six years beginning July 1, 2013. He has served on the NRC Governing Board Executive Committee since 2009. He chaired the NRC Committee on Global Science and Technology Strategies and Their Effects on US National Security (2009-2010), co-chaired the National Academies Government-University-Industry Research Roundtable (2007-2013), and co-chaired the Committee on Science, Technology, Engineering, and Mathematics Workforce Needs for the US Department of Defense and the US Industrial Base (2011-2012). He was vice chair of the NRC Committee on the Department of Defense Basic Research (2004) and served on the NRC committee authoring the *Rising Above the Gathering Storm* reports of 2005 and 2010. He was also a founding member of the FBI’s National Security Higher Education Advisory Board (2005-2010).

Dr. Mote’s recognitions include the NAE Founders Award, the American Society of Mechanical Engineers Medal, and the Humboldt Prize of the Federal Republic of Germany. At the University of California, Berkeley, he was honored with the Distinguished Teaching Award, Distinguished Engineering Alumnus Award, Berkeley Citation, and Excellence in Achievement Award. He is an Honorary Fellow of the American Society of Mechanical Engineers, and Fellow of the American Academy of Arts and Sciences, the American Academy of Mechanics, the Acoustical Society of America, and the American Association for the Advancement of Science. He holds three honorary doctorates and two honorary professorships.



Radka Z. Nebesky

Senior Director of Development, National Academy of Engineering

Radka Z. Nebesky has been the Senior Director of Development for the National Academy of Engineering since 2009. Working directly with NAE President Dan Mote, the NAE Council, staff leadership, and volunteers, she is responsible for building a program to secure private support from individuals, corporations, and foundations in support of NAE’s mission to nurture and promote the engineering profession and provide authoritative, independent advice to the nation.

Nebesky is a knowledgeable, experienced, and energetic fundraising professional with proven success in working with the engineering community. She has a background in the sciences and believes that engineering, scientific research, and education are essential to addressing society's most pressing issues.

Prior to NAE, Nebesky spent eight years at the University of Maryland's A. James Clark School of Engineering, where she was involved in building a successful development program and assisting in the planning and implementation of a \$185 million campaign for engineering.

Originally, from Prague, Czechoslovakia (now the Czech Republic) and growing up in Maryland, Nebesky earned her bachelor's degree in dietetics at the University of Maryland and a master's in business administration (MBA) at the Robert H. Smith School of Business.

CANDIDATE QUALIFICATIONS AND QUALITIES

The successful candidate for the position of Associate Director of Development, National Academy of Engineering will have

- appreciation of the importance of sciences, engineering, and medicine and the mission of the National Academies;
- thorough understanding of philanthropy and professional trends;
- experience in soliciting major gifts or related experience;
- knowledge and understanding of sophisticated fundraising practices, annual giving, planned giving techniques, and essential functions of a pro-active and innovative fundraising organization;
- ability to conceptualize, plan, and implement a programmatic approach to building relationships and securing philanthropic support including setting ambitious goals, developing strategies for stewardship, prioritizing activities, planning and delivering events, and orchestrating the involvement of volunteers and organization leadership;
- ability to prioritize work and the flexibility to change directions as the job dictates;
- ability to solve problems and think creatively;
- ability to operate with some latitude for independent judgment and action;
- ability to work successfully in a team environment;
- experience working in complex environments with a high degree of organizational effectiveness;
- ability to develop relationships with members, donors, co-workers, and employees in other departments through effective communication and interaction;
- excellent written and verbal communication skills;
- proven ability to effectively interact with all levels of donors, employees, and external constituents;
- close attention to detail and high standards of customer service; and
- an ability to travel occasionally.

A Bachelor's degree is required for this position as is three years of related professional experience.

SALARY & BENEFITS

The National Academies of Sciences, Engineering, and Medicine offer a competitive benefits package.

LOCATION

This position is located in Washington, DC.

APPLICATION DEADLINE

All applications must be accompanied by a cover letter and résumé. Before submitting your materials, please read them over for accuracy. Review of applications will begin immediately and continue until the successful candidate has been selected.

To nominate a candidate, please contact Greg Duyck: gregduyck@aspenleadershipgroup.com.

All inquiries will be held in confidence.

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