



ASSISTANT VICE PRESIDENT FOR UNIVERSITY ADVANCEMENT
COLORADO STATE UNIVERSITY
Fort Collins, Colorado
[Colorado State University](https://www.csu.edu/)



The Aspen Leadership Group is proud to partner with Colorado State University in the search for an Assistant Vice President for University Advancement.

The Assistant Vice President for University Advancement will focus on building and maintaining a highly effective, strategically focused, and fully integrated team of over fifteen development professionals who work collaboratively throughout the division. The Assistant Vice President will lead the team with the full understanding of the critical nature of their work to the division's ability to successfully execute a range of programs and activities designed to ultimately increase private gifts, volunteer involvement, and constituency engagement.

The Assistant Vice President will be a strategic and analytical leader who establishes clear measures for success, with input from and ownership among their team. The Assistant Vice President will be a strong individual fundraiser and ambassador who will lead by example to establish an environment focused on building and maintaining strong, productive, and long-lasting relationships among the university's many constituents. The Assistant Vice President and their team will work on several projects and initiatives that transcend advancement subunit lines, requiring strong collaboration and communication skills.

The Assistant Vice President will also be a part of the University Advancement Leadership Council to help create, implement, integrate, assess, and improve on an ongoing basis the infrastructure and strategies required to conduct successful overall advancement efforts. Paramount to the work of the Assistant Vice President as a leader, manager, colleague, and representative of University Advancement is the appreciation for and commitment to the mission of University Advancement which has been clearly articulated and established by the Vice President for University Advancement. The Assistant Vice President will have a commitment to act personally and professionally in a manner that demonstrates integrity, compassion, accountability, respect, and excellence.

Colorado State University in Fort Collins, the CSU System's flagship campus, is on a trajectory of growth and momentum. CSU has invested more than \$1.5 billion in its physical infrastructure over the last decade, transforming it into one of the most beautiful, state-of-the-art campuses in the country. CSU has 76 undergraduate degree programs and 118 graduate degree programs, and thanks in part to the fundraising efforts of University Advancement, has made significant investments in student recruitment, financial aid, student services, and retention. In addition, CSU is one of 68 land-grant colleges established by President Abraham Lincoln's signing of the Morrill Act. Being a land-grant institution occupies a special position in this country's system of higher education. CSU's tradition of providing high-quality, affordable higher education to all who have the desire and ability to achieve it runs deep.

Colorado State University is changing the community, state, nation, and world through leading edge research and discovery, and world-class faculty and students. CSU, a Carnegie Doctoral/Research University-Extensive, is one of the nation's top-performing public research institutes with annual research expenditures of more than \$300 million. It is the "university of choice" for Colorado high school students, and its diverse and talented student body of more than 33,000 students is built on multiple, consecutive years of record enrollment. The continued pursuit of excellence in all areas is only possible with the focused attention of the Division of University Advancement.

REPORTING RELATIONSHIPS

The Assistant Vice President for University Advancement will report directly to the Vice President for University Advancement, Kim Tobin, and supervise and implement all aspects for Central Development units, including but not limited to Corporate and Foundation Relations, Gift Planning, and the development areas for Enrollment, Access, and Student Affairs, the Office for University-Wide Research, and the Morgan Library.

PRINCIPAL OPPORTUNITIES

The Division of University Advancement is integral to achieving and sustaining institutional excellence through fundraising and engagement efforts. The last five years have been the most successful fundraising era in the university's history, with the recent completion of a \$1 billion campaign, more than a year and a half ahead of plan. The division has one of the leading development teams in the country and places a strong emphasis on a commitment to diversity, professional learning, and personal growth for its employees, including educational opportunities, onboarding, and mentoring programs.

Colorado State University and University Advancement are on the verge of many exciting changes. In 2020, CSU will celebrate its sesquicentennial birthday (150 years). In addition, current President and Chancellor, Dr. Tony Frank retires his position as President at the end of FY2019, and new President Joyce McConnell starts July 1. University Advancement has been putting plans in place to forge a path for the next 150 years. The University Advancement mission has been and will continue to be about advancing Colorado State University and connecting its alumni and donors to their passions. By 2025, University Advancement is building plans for 225 staff, an annual fundraising goal of \$225 million, all with a \$25 million budget. This position is key to our institution's continued success and growth.

—Kim Tobin, Vice President for University Advancement

PRIMARY RESPONSIBILITIES

The Assistant Vice President for University Advancement will

- direct and implement all aspects for central development units within the University Advancement Division;
- develop the overall strategy and goals in coordination with the Vice President for University Advancement, as well as other members of the development team;
- support the Colorado State University fundraising efforts by identifying, recruiting, cultivating, and soliciting individuals to provide financial support for this world-class institution;
- collaborate with leaders in the division along with other university divisions to broaden mission and goals;

- mentor, lead, and supervise a team of 15+ development professionals, including developing strategy, administrative oversight, and budget planning and management;
- serve as a senior level manager and provide inspirational leadership, further the culture of philanthropy, and create a climate that supports creative thinking, diversity, and best practice sharing; and
- identify efficiencies and improve central development strategies that contribute to the success of CSU's fundraising priorities, in addition to managing a portfolio of donors and prospective donors, executing donor visits, presenting proposals, and creating successful cultivation, solicitation, and stewardship strategies.

UNIVERSITY ADVANCEMENT LEADERSHIP COUNCIL

The Assistant Vice President for University Advancement will serve as a member of the Vice President for University Advancement's Leadership Council, by contributing to the overall direction of the Advancement Division in areas specific to their area of responsibility as well as division-wide areas.



Kim Tobin

Vice President for University Advancement

Kim Tobin joined CSU in 2003 and was appointed Vice President in 2017. As Vice President, she leads university development efforts and campaign initiatives, alumni and donor relations, university events, and other efforts to build the university's profile and relationship with donors, alumni, and key constituent groups. Tobin began her tenure at CSU as the Director of Development for the College of Natural Resources (now the Warner College), before she went on to lead development efforts for the College of Liberal Arts for nine years. At Colorado State, she has extensive leadership experience in the Division of University Advancement, serving as Executive Director, Assistant Vice President, and

Associate Vice President. She has previously served in development positions at Lakehead University and the University of Toronto. Born and raised in Canada, Tobin earned a Bachelor of Arts from the University of Toronto and a Master of Arts from Saint Mary's University of Minnesota. She recently earned her PhD in Higher Education Leadership at Colorado State.



Rudy Garcia

Senior Associate Vice President for Operations

Rudy Garcia has more than 30 years of progressive responsibility in managing large teams of university employees and has played an integral role in all areas of finance and operations in both a college and central unit setting. Garcia played a key role in securing the funding that was needed by University Advancement to complete Colorado State University's first comprehensive campaign. Prior to joining University Advancement, Garcia worked as an Assistant Dean in the Warner College of Natural Resources. He played a key role in all areas of development and alumni relations, and worked closely with the Dean and other

development staff in securing a \$30 million gift to the college from alumnus Edward Warner. This became the lead gift to begin the first comprehensive campaign at CSU, and was also used to name the college. The Warner College of Natural Resources was the first named college at Colorado State University. Garcia and his wife are both deeply passionate Rams, and established the Rudy and Kay Garcia Scholarship Endowment in the Warner College of Natural Resources, College of Business and Athletics.



Simone Clasen

Associate Vice President, Philanthropic Operations

Simone Clasen is the Associate Vice President for Philanthropic Operations at Colorado State University. In this role, she serves as one of the Vice President's principal advisors for advancement and administrative matters, overseeing prospect management for university leadership, managing campaign operations, and providing a strategic vision for sustainable long-term growth in philanthropic contributions. Prior to her role as Associate Vice President, Clasen worked in the College of Natural Sciences at CSU for 17 years as a development officer, ultimately leading the team as their Executive Director of Development. Clasen was born and raised in Berlin, Germany and moved to the United States in 1982. She has a bachelor's degree in liberal arts with an emphasis in foreign languages from California State University.



Matt S. Helmer

Assistant Vice President, University Advancement Engagement

With an extensive background in event production, fundraising, constituent engagement, and team development, Matthew S. Helmer is committed to elevating the way people experience mission-driven organizations. Helmer serves as Assistant Vice President of University Advancement at Colorado State University, where he provides creative and strategic leadership for a talented team of event, communications, and donor relations professionals. Helmer's philosophy is that every experience should be designed from a meaningful, well-articulated purpose—without it, the moment becomes just something that happens. Known for a love of novel ideas, Helmer led an innovative reorganization at CSU in 2010, consolidating responsibility for donor, alumni, and university events under the CSU Events umbrella. This organizational shift opened the door for a candid conversation about the power of purposeful events, resulting in a more strategic approach to engagement across Advancement. As a trainer, consultant and frequent speaker for Academic Impressions, the Council for the Advancement and Support of Education (CASE), and the Association of Fundraising Professionals (AFP), Helmer utilizes an artful blend of humor and authentic joy for the profession in his work with others. His writing has been featured in CASE Currents magazine and other national and regional publications. A Louisiana native, Helmer is a proud alumnus of the University of Arkansas and remains an avid Razorbacks fan. He currently lives in Fort Collins with his partner, their son, and two fur babies.



Kristi Bohlender

Assistant Vice President, University Advancement

Kristi Bohlender is the Assistant Vice President of University Advancement and Executive Director of the Colorado State University Alumni Association. A two-time grad (BS Business Administration '93, MBA '95) and lifelong Fort Collins resident, she brings her Ram pride and community knowledge to the Alumni Association. Bohlender was a highly-involved student and immediately jumped into a 20+ year career with athletics at CSU after graduation, including being named the Assistant Athletic Director for Development. She left CSU for a brief period to act as the regional general manager for Learfield sports; she returned to the University as the Director of Development for the College of Liberal Arts in 2014. Bohlender became the Executive Director of the Alumni Association in August of 2015, and in 2018 was named an Assistant Vice President for the division, working with the athletics development staff in addition to leading the alumni relations efforts. Bohlender, her husband, and their three children, are proud to call Fort Collins home where she remains highly active in the Fort Collins community.



Lindsey Dunn
Talent and Human Resources Manager

Lindsey Dunn is the head of Talent Management and Human Resources for the division. She is responsible for providing comprehensive leadership in developing and executing strategies to support the overall mission of University Advancement through its people. Dunn is a proud CSU alumna, who graduated from the College of Business with a degree in Innovation/Organization Management and a certificate in HR Management. She joined CSU in July 2018 after spending the first part of her career in the private sector. Prior to joining CSU, she served in multiple human resources roles, most recently at Comcast Corporation. Dunn met her husband while attending CSU, and they live in Fort Collins with their daughter and dog.



Marla Trumper
Director of Presidential Engagement

Marla Trumper is the Director of Presidential Engagement. Her six years at Colorado State University have focused on planning and executing high level donor strategies. She has worked in both college and central units in University Advancement and knows the value of collaboration in building donor relationships. Trumper now works directly with the President's office to help provide meaningful and purposeful engagement with donors and other constituents. Trumper's husband, Rocci is an orthopaedic physician and in addition to private practice is team doctor for the CSU athletic department. The Trumbers have two grown children.



Tonya Malik-Carson
Director of Development, College of Liberal Arts

Tonya Malik-Carson joined the Division of Advancement at Colorado State University in 2011, and the College of Liberal Arts in June of 2014. She holds an MFA in LeCoq-based physical theater from the London International School of the Performing Arts, an MBA from Colorado State University, and a Bachelor of Arts from Naropa University. Professionally, she spent a decade in marketing and public relations in the nonprofit arts sector prior to coming to CSU. Artistically, she is a divisor of new work, a lover of ensemble collaboration, a musician, and as such has been a part of numerous collaborative, original works as a writer, director and performer, including *Priscilla: A Rock and Roll Ride Through Teenage Hell* and *Nighty Knight, Manny Panny* with The Octopus League; and *Rollerskating With My Cousin* and *Now I Lay Me Down to Sleep* with The LIDA Project, where she is an Artistic Company Member. She has taught children's workshops at the Boulder Museum of Contemporary Art, and often advises on collaborative projects as a director and teacher of physical storytelling methods. Her lifelong love for the performing and visual arts has grown into a personal passion for ensuring the continued presence of the arts and humanities in the world and she is thrilled to have the opportunity to put her experience as an artist and a senior professional in the nonprofit arts sector to work on behalf of the College of Liberal Arts.

CANDIDATE QUALIFICATIONS AND QUALITIES

The Colorado State University seeks an Assistant Vice President for University Advancement with

- a track record of measurable results in the solicitation of high net worth donors, including asking and securing gifts of \$500,000 or more;
- a demonstrated ability to engage and effectively communicate with diverse audiences;
- advanced written and verbal communication skills, including the diplomacy needed to interact with a diverse constituency;
- exceptional interpersonal skills;
- demonstrated success in major gift stewardship, planned giving, principal gift and prospect management, volunteer management, and event planning;
- knowledge of the higher education fundraising profession and of contemporary issues and best practices in the field;
- a demonstrated ability to develop cross-functional partnerships, foster collaboration, and gain the respect and support of various constituencies, including college Deans, college Directors of Development, faculty, active board members, high level administrators, and donors;
- initiative, attention to detail, timeliness, discretion, mature judgment, and an entrepreneurial spirit;
- the ability to be flexible and thrive in a fast-paced environment;
- an understanding of and the ability to articulate a commitment to the mission of the university and University Advancement;
- the exceptional organizational and management skills needed to articulate and realize complex goals and objectives through strategic planning;
- an advanced understanding of management principles, including supervision and staff development, budget administration, and the ability to motivate, coach, and direct staff; and
- the ability to articulate a leadership philosophy, including providing a compelling vision, inspiring confidence, and motivating a team into action.

A bachelor's degree is required for this position as is ten years of progressively responsible experience in advancement and five years of leadership and management experience at a director level or higher as well as three years of advancement leadership and/or development experience, specifically with campaign strategy, management, and compliance matters. A master's degree is preferred.

DIVERSITY, EQUITY, AND INCLUSION

Reflecting departmental and institutional values, candidates are expected to have the ability to advance the department's commitment to diversity and inclusion.

Colorado State University is committed to providing an environment that is free from discrimination and harassment based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy and will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. Colorado State University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and Colorado State laws, regulations, and executive orders regarding nondiscrimination and affirmative action.

SALARY & BENEFITS

Colorado State University offers a highly competitive and comprehensive salary and package of employee benefits.

LOCATION

Colorado State University is located in the city of Fort Collins, a dynamic community with a population of approximately 135,000. Situated 65 miles north of Denver at the western edge of the Great Plains and at the base of the Rocky Mountains, Fort Collins is a gateway to world class skiing, hiking, fishing, and biking. Fort Collins is known as “The Choice City” because of its proximity to the beautiful Rocky Mountains, excellent schools, 300+ days of sunshine yearly, thriving arts scene, eclectic shops and restaurants, and miles of walking and biking paths.

APPLICATION INSTRUCTIONS

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 apply for this position, visit:

<https://opportunities.aspenleadershipgroup.com/opportunities/494>.

To nominate a candidate, please contact Don Hasseltine:

donhasseltine@aspenleadershipgroup.com.

All inquiries will be held in confidence.