

# ASPEN • LEADERSHIP • GROUP

EXECUTIVE DIRECTOR, MAJOR GIFTS  
ROSENSTIEL SCHOOL OF MARINE & ATMOSPHERIC SCIENCE  
UNIVERSITY OF MIAMI  
Key Biscayne, Florida  
<http://welcome.miami.edu>



The Aspen Leadership Group is proud to partner with the University of Miami (UM) in the search for an Executive Director, Major Gifts, Rosenstiel School of Marine & Atmospheric Science (RSMAS).

A vibrant and diverse, private university focused on transforming lives through teaching, research and service, the University of Miami's Division of Development and Alumni Relations, in partnership with the Rosenstiel School of Marine & Atmospheric Science, seeks a professional with leadership skills, exceptional work ethic, detail-oriented work habits, and with preferred experience in the major gifts fundraising profession for the position of Executive Director, Major Gifts.

The Executive Director will join a diverse and high skilled growing team as the university enters into a billion dollar plus campaign and will work with the Associate Vice President of Alumni Relations and Individual Giving and the Dean of Rosenstiel School of Marine & Atmospheric Science to develop and implement key campaign fundraising and Alumni Relations strategies for the Rosenstiel School of Marine and Atmospheric Science and guide the fundraising program. The Executive Director serves on the Dean's senior management team and oversees one staff member.

The Rosenstiel School of Marine & Atmospheric Science has grown into one of the leading academic oceanographic and atmospheric research institutions in the world. The school's basic and applied research interests encompass virtually all marine-related sciences. Located on Virginia Key, it forms part of a specially designated 65-acre marine research and education park that includes two NOAA laboratories, and a dedicated marine and science technology high school.

A private research university with more than 16,000 students from around the world, the University of Miami is focused on teaching and learning, the discovery of new knowledge, and service to the South Florida region and beyond. The University comprises eleven schools and colleges serving undergraduate and graduate students in more than 180 majors and programs. In 2016, *U.S. News & World Report* ranked the University of Miami No. 44 among the top national universities in the country in its "Best Colleges" listings. *U.S. News* also cited several of its programs in "America's Best Graduate Schools."

Established in 1925 during the region's famous real estate boom, the University of Miami is a major research university engaged in \$324 million in research and sponsored program expenditures annually. While the majority of this work is housed at the Miller School of Medicine, investigators conduct hundreds of studies in other areas, including marine science, engineering, education, and psychology.

## REPORTING RELATIONSHIPS

The Executive Director, Major Gifts, Rosenstiel School of Marine & Atmospheric Science will report to the Interim Senior Vice President for Development and Alumni Relations.

## PRINCIPAL OPPORTUNITIES

The University of Miami is, as befits its location in one of the hemisphere's most cosmopolitan and vibrant cities, a dynamic, stimulating private institution that transforms lives through teaching, research, and service. The university's exceptional diversity, groundbreaking scholarship, strong community ties, rich traditions, and joyous spirit make it a profoundly rewarding place to learn, work, engage, and grow. *Forbes Magazine* recognizes as much, ranking the university 15<sup>th</sup> on their list of America's best large employers, making the University of Miami the highest-ranked university in the nation and the highest-ranked organization in Florida.

The University of Miami is currently preparing for the public launch of its next campaign, leading up to its centennial in 2025. To that end, and at this pivotal moment in its history, the university seeks skilled, experienced major gift officers to join the leadership team in its Division of Development and Alumni Relations. Successful candidates will have the opportunity to make critical contributions to the overall success of the campaign. Those contributions will, in turn, elevate the university to the next level of distinction as it advances its educational, scholarly, healing, and humanitarian missions, and serves as a catalyst for positive change to its institution and the community.

## PRIMARY RESPONSIBILITIES

The Executive Director, Major Gifts, Rosenstiel School of Marine & Atmospheric Science will

- identify prospective donors and funding sources, in conjunction with faculty and staff, and develop cultivation and solicitation plans, involving the aforementioned groups and volunteers, as appropriate;
- develop and oversee a small cadre of volunteers whose purpose is to help identify, cultivate, and solicit other prospective donors;
- ensure regular communications and stewardship with donors both locally and nationally, including re-solicitations, proper acknowledgement of gifts and pledge payments, reporting, visiting, and providing regular information on the progress of the departments;
- prepare and maintain a master plan of funding priorities, in conjunction with above-mentioned leadership and staff;
- determine fundable projects and package them appropriately for consideration by donors;
- develop and implement an annual work plan with measurable objectives and courses of action for all relevant activities during the years;
- make appropriate recommendations to administration, and appropriate faculty concerning their roles and involvement in the identification, cultivation, or solicitation of donor prospects;
- facilitate face-to-face interactions with appropriate donor's and prospects;
- in concert with the central department of Alumni Relations, manage alumni relations and annual giving for the Rosenstiel School of Marine & Atmospheric Science including but not limited to alumni engagement efforts, alumni programming both regionally and locally, and manage any college-based alumni volunteer groups;

- maintain communications with colleagues in other departments, other schools and colleges as well as central development to ensure effective collaborations and synergy in achieving the university's key fundraising goals and objectives;
- document all contacts, communications, visits, and proposals in Raiser's Edge and other appropriate donor files;
- work with the Associate Vice President of Alumni Relations and Individual Giving to develop appropriate fundraising budgets and revenue projections for annual and campaign giving;
- design and implement major gift development cultivations and special events, designed to assist with identification, cultivation, and solicitation of major gift prospects;
- manage volunteer and staff activities related to planning and execution of these events;
- ensure regular communications and stewardship with donors, including re-solicitations, proper acknowledgement of gifts and pledge payments, reporting, visiting, and providing regular information on the progress of the departments;
- recruit, train, mentor, and retain a highly effective team supporting advancement efforts;
- create an environment of collaboration and cooperation to work together to accomplish the specified goals of the department;
- establish fair and consistent metrics and accountabilities for the team, measure performance, and provide constructive feedback for improvement;
- follow university policies and procedures; and
- attend meetings and appropriate training sessions for University Advancement.

#### KEY COLLEAGUES



**Donna A. Arbide**

**Interim Senior Vice President for Development and Alumni Relations**

With a career of over 30 years at the University of Miami, Donna Arbide has overseen the strategic direction of the University of Miami's alumni relations, annual giving and parent programs, as well as the fundraising efforts of the school and college development programs. In June of 2017, she was appointed to serve as interim senior vice president to lead the Development and Alumni Relations division at the University.

Ms. Arbide works with the University's Board of Trustees and the academic deans in implementing the University's strategic plan and development efforts. During President Frenk's second year in office, the Alumni Relations office began the "We Are One U" tour for Dr. Frenk's introduction to national alumni in major cities. In addition, Ms. Arbide travels internationally to China, Europe, Latin America, and the Caribbean to visit alumni and parents.

Ms. Arbide has spearheaded numerous award-winning and innovative programs to establish a vibrant national and international network of alumni and parents. She was the lead visionary and fundraiser for the beautiful Robert and Judi Prokop Newman Alumni Center on the Coral Gables campus. As a national leader in alumni relations, she recently completed her term as a board member for the Council and Support of Education (CASE), where she was chair of the Commission on Alumni Relations.

Ms. Arbide earned a bachelor's degree in business administration from the University of Alabama in Huntsville, where she later became the associate director of Institutional Research and Planning, a position that launched her career in the field of Advancement. She began working at the University of Miami in

1986, and earned her master's degree at the School of Business Administration in 1995. She lives in Coral Gables with her husband and three children.



**Roni Avissar, PhD**

**Dean, Rosenstiel School of Marine & Atmospheric Science**

Roni Avissar, PhD, became dean of the Rosenstiel School of Marine & Atmospheric Science in 2009. He has transformed the school by reengineering its business operation, rebuilding its infrastructure, and developing new education programs, all aimed at improving the school's research, education, and outreach mission. The school's Marine Science Undergraduate Program is arguably the best program in the world and its graduate (research) program is ranked one of the best in the country. This has helped propel the University of Miami into one of the top universities in the country.

Dr. Avissar is an internationally recognized atmospheric scientist who started his career in academia in 1989. His research has been widely published in more than one hundred peer-reviewed journals and many books. He has pioneered the development and evaluation of various numerical and analytical models to study ocean-land-atmosphere interactions at different spatial and temporal scales. A helicopter Airline Transport Pilot (ATP) and flight instructor, he has developed a unique environmental observation platform which uses a specially-engineered and equipped helicopter to collect data on the Earth environment that are particularly relevant for improving our understanding of weather and climate processes and mechanisms.

Throughout his distinguished career Dr. Avissar's work has been awarded multiple research grants by the National Science Foundation, National Aeronautic and Space Administration, National Oceanic and Atmospheric Administration, Army Research Office, U.S. Department of Energy, U.S. Department of Agriculture, and the U.S.-Israel Binational Science Foundation, among others. Over the past 20 years, he has conducted extensive research on deforestation of the Amazon River basin and its effect on regional and global precipitation patterns. His research continues to contribute greatly to the improvement of weather forecasting (including hurricanes) and climate models.

Dr. Avissar was previously at Duke University, serving as the W.H. Gardner Professor and Chair of the Department of Civil and Environmental Engineering since 2001. Under his leadership the department increased its external funding by an order of magnitude and restructured its doctoral program, elevating it to one of the top 20 environmental engineering departments, according to *U.S. News and World Report*.

Prior to working at Duke, Dr. Avissar was at Rutgers—The State University of New Jersey for twelve years, including three years as Department of Environmental Sciences Chair and Director of the Center for Environmental Prediction, which he founded in 1998. Dr. Avissar worked also at Colorado State University as a postdoctoral research associate in the Department of Atmospheric Science and at Hebrew University in Jerusalem earlier in his career.

Dr. Avissar is a Fellow of the American Geophysical Union (AGU), as well as the American Meteorological Society (AMS). Among the many professional accolades and awards that have been bestowed upon him, he was the recipient of the 1998 American Geophysical Union Robert E. Horton Award, the 1993 Rutgers University - Cook College Research Excellence Award, and an award for outstanding service from the National Research Council in 2002.

Born and raised in Paris, France, Dr. Avissar moved to Israel at the age of 17. He received his Bachelor of Science, Master of Science (*Summa Cum Laude*) and PhD. from the Hebrew University. He moved to Colorado in 1986 for his postdoctoral research.

### **CANDIDATE QUALIFICATIONS AND QUALITIES**

The successful candidate for the position of Executive Director, Major Gifts, Rosenstiel School of Marine & Atmospheric Science should have

- knowledge about planned giving and major gift fundraising;
- excellent command of the English language;
- excellent oral and written communication skills as well as strong interpersonal skills;
- high level of organization, be creative, energetic, and assertive;
- exceptional work ethic and commitment; and
- knowledge of Access, Excel, and Microsoft Word.

A bachelor's degree is required for this position as is at least 7 years of demonstrated successful experience in fundraising. An equivalent combination of education/experience may be considered.

### **SALARY & BENEFITS**

In addition to a competitive salary, the University of Miami offers a benefits package, which includes health care coverage, paid vacation and sick leave, paid floating holidays, a voluntary retirement program with a university-funded five percent core and up to a five percent matching contribution (up to IRS limits), professional development opportunities, education benefits, and special discounts. To learn more about University of Miami benefits visit <http://www.hr.miami.edu/benefits-and-wellness/index.html>.

### **LOCATION**

The Rosenstiel School's main campus is located on Virginia Key, Florida. It forms part of a specially designated 65-acre marine research and education park that includes two NOAA laboratories, and a dedicated marine and science technology high school. The Rosenstiel School also operates a 78-acre advanced satellite reception and analysis center in southern Miami-Dade County.

### **DIVERSITY AND INCLUSION**

The University of Miami is home to some of the brightest minds in the world. It is committed to educating and nurturing students, creating knowledge, and providing service to the community and beyond. The University of Miami is an Equal Opportunity/Affirmative Action Employer. Females/Minorities/Protected Veterans/Individuals with Disabilities are encouraged to apply. Applicants and employees are protected from discrimination based on certain categories protected by Federal law.

### 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 Angelique Grant: [angelique@aspenleadershipgroup.com](mailto:angelique@aspenleadershipgroup.com).*

*All inquiries will be held in confidence.*

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