



DIRECTOR OF DEVELOPMENT, COLLEGE OF ARTS AND SCIENCES
UNIVERSITY OF SAN DIEGO
San Diego, California
[University of San Diego](https://www.sandiego.edu)



The Aspen Leadership Group is proud to partner with the University of San Diego in the search for a Director of Development, College of Arts and Sciences.

The Director of Development, College of Arts and Sciences (CAS) will be responsible for major gift fundraising duties for the College as well as university-wide priorities. In partnership with the Associate Vice President and the Dean of College of Arts and Sciences, the Director of Development will develop a comprehensive fundraising program for private support from faculty, staff, alumni, friends of CAS and other individuals, corporations, and foundations at all levels, with particular emphasis on major gifts of \$25,000 and above.

The University of San Diego is set at the edge of an international gateway on a campus that's consistently ranked among the nation's most beautiful. Its focus on academic excellence — inspired by faith, infused with contemporary Catholic values and nurtured in a warm, community environment — empowers innovative, confident, original thinkers to make positive contributions by confronting humanity's urgent challenges in places near and far. San Diego's proximity to the U.S./Mexico border, where communities and cultures converge, provides its students and faculty members with unique opportunities to learn, to put theory into action, and to find new ways to lead purposeful lives.

With more than 8,000 students from 85 countries and 50 states, the University of San Diego is the youngest independent institution on the *U.S. News & World Report* list of top 100 universities in the United States. Its small class sizes, compassionate culture, unique learning opportunities, study-abroad opportunities, and state-of-the-art resources ensure that graduates of its undergraduate and graduate programs succeed after graduation and throughout their lives.

The University of San Diego is a Roman Catholic institution committed to advancing academic excellence, expanding liberal and professional knowledge, creating a diverse and inclusive community, and preparing leaders who are dedicated to ethical conduct and compassionate service. The University of San Diego expresses its Catholic identity by witnessing and probing the Christian message as proclaimed by the Roman Catholic Church. The university promotes the intellectual exploration of religious faith, recruits persons and develops programs supporting the university's mission, and cultivates an active faith community. It is committed to the dignity and fullest development of the whole person. The Catholic tradition of the university provides the foundation upon which the core values listed below support the mission.

As a Catholic institution, the University of San Diego seeks to represent the diversity and beauty of God's creation as a way to understand and work to eliminate injustices on its campus, in its local community, and around the world. The university is committed to creating a welcoming, inclusive, and collaborative community and values students, faculty, and staff from different backgrounds and faith traditions. As a university committed to academic excellence, it strives to include diverse perspectives as a way of maximizing the transformative potential of learning, teaching, and scholarship.

COLLEGE OF ARTS AND SCIENCES

The College of Arts and Sciences is at the core of the undergraduate academic experience at the University of San Diego. CAS delivers a values-based liberal arts education to all undergraduate students and prepares them to flourish in their pursuit of academic excellence and personal achievement. As the liberal arts heart of the University of San Diego, the College of Arts and Sciences is filled with students who are versatile and multi-talented. No matter their major, graduates from the College are equipped with transferable skills that benefit them wherever their professional and personal ambitions lead.

Founded in 1949, the College of Arts and Sciences has a rich history of providing the core curriculum for every undergraduate University of San Diego student, a tradition that continues today. By offering 28 majors, 35 minors, and 4 graduate programs, the College of Arts and Sciences is where undergraduate students begin and graduate students refine their paths towards academic excellence and personal achievement. The College's 19 departments cover the arts, humanities, and natural and social sciences. All departments offer a rigorous, distinctive learning environment that emphasizes a personalized education with opportunities for undergraduate research, scholarship and creative activity, and individual faculty-led advising.

The College of Arts and Sciences is grounded in the principles of Catholic Social Teaching, a tradition of thought and action that affirms the church's commitment to work for a just and peaceful society. Students are encouraged to explore the unitary nature of faith and reason, and are invited to participate in the academic, social, and spiritual dimensions that the College has to offer. At the core of the College is rigorous scholarship and a commitment to spiritual and ethical values. With an emphasis on the liberal arts, it strives to educate and develop each student holistically as he or she prepares for success within a chosen profession. At the same time, the College encourages students to reach out to those in need and affect change that will make the world a better place.

REPORTING RELATIONSHIPS

The Director of Development, College of Arts and Sciences will report to the Associate Vice President, Sandra Ciallella, and have a dotted reporting line to the Dean, Dr. Noelle Norton. The Director of Development will jointly supervise the Development and Marketing Assistant with the Director of Marketing and Communications. The Director of Development will provide direction to work-study students and interns and may supervise event volunteers.

FROM THE ASSOCIATE VICE PRESIDENT

The University of San Diego sets the standard for an engaged, contemporary Catholic university where innovative changemaking is our north star. It is incredibly exciting and inspiring to be working at a university that fosters a university-wide ecosystem that strengthens the collective capacity of our students, faculty, staff, and community partners to address humanity's most urgent challenges through meaningful, sustainable, and innovative collaborations to advance USD's mission. Members of the university development team are uniquely positioned to be a part of changemaking every day as they work with numerous constituencies within the university community as well as our engaged alumni, parents, and friends.

When the San Diego College for Women, followed by the San Diego College for Men, opened their doors to the first students at Alcalá Park, the courses the professors taught were founded in the liberal arts. Today, nearly 75 years later, those courses remain an integral part of the core curriculum in what became the College of Arts and Sciences.

Together students think, learn, and experience across 19 departments and 12 interdisciplinary programs from theatre to theology, music to math, and physics to philosophy. The “College,” as we refer to it, shepherds the university’s core curriculum, preparing students to be lifelong learners who have the necessary skills to succeed in their future careers and live meaningful lives. It is committed to a liberal arts education at its foundation. The College offers a curriculum designed to inspire students to study and reflect on complex and controversial issues facing our local and global communities drawing on the resources provided by disciplines within the arts and sciences.

The University of San Diego has always been forward-thinking, looking not just toward what’s beyond the horizon, but also for new and different ways to broaden our horizons. In planning for the year 2024 — when the University of San Diego celebrates its 75th Anniversary — the College of Arts and Sciences is also taking stock, planning for the future and exploring how best to amplify the impact it has on our students. To that end, it has outlined five main funding priorities:

- *Enhancing diversity, equity and inclusion;*
- *Increasing current-use scholarships;*
- *Funding capital improvements to create 21st century learning spaces;*
- *Launching high-impact approaches to teaching; and*
- *Expanding our curriculum in the area of data science.*

The Director of Development at the College of Arts and Sciences will have the ability to raise funds for a broad base of giving opportunities as well as multidisciplinary programming. As the largest school at USD, it therefore has the largest alumni population. This results in the Director of Development being able to explore and engage a large alumni constituency with diverse backgrounds, fields of study, and career achievement. The Director of Development will also have extensive engagement with faculty from the college. It is a great opportunity to fully embrace and immerse oneself in the academic heart of USD.

—Sandra Ciallella, Associate Vice President

PRIMARY RESPONSIBILITIES

The Director of Development, College of Arts and Sciences will

- work directly with the Dean, faculty, department heads, institutes, and centers to identify, plan, coordinate, and implement fundraising priorities; promote new relationships; and enhance existing relationships with potential donors;
- collaborate with the CAS Director of Marketing and Communications to promote CAS and its mission, assist in developing communication strategies, leverage planned event content and scheduling, and identify opportunities for media coverage;
- communicate with CAS project managers regarding the availability and restrictions of funds;
- serve as the project manager for CAS’s development budget, developing and managing the annual operating plan;
- identify, cultivate, solicit, and steward priority prospects for annual, special, major gifts, and deferred and estate gifts while working with the Offices of Advancement Services, Foundation

Relations, Alumni Relations, Parent and Family Relations, Office of Planned Giving, and other directors of development throughout the university to identify new qualified major gift prospect alums, parents, friends, faculty, corporations, and foundations;

- meet established capital campaign goals;
- work closely with the Assistant Vice President of Advancement Operations to provide appropriate CAS messaging and to identify new, qualified President's Club and major gift prospects;
- work with the Dean and other CAS personnel to identify and cultivate CAS Advisory Board members and CAS Faculty Fundraising Committee to assist CAS fundraising efforts;
- oversee the CAS annual Employee Giving Campaign;
- identify and coordinate the efforts of volunteers and other staff members to be involved in the cultivation and solicitation process; and
- oversee the day-to-day administration of CAS's Office of Development.

KEY COLLEAGUES



Sandra Ciallella, J.D.

Associate Vice President, Development

Sandra Ciallella is currently the Associate Vice President for Development in the University Advancement Division at the University of San Diego, a position she took in September 2004. Ciallella's role at USD is to work with high net worth alums, parents, and friends of the university to secure major and planned gifts. She is responsible for the management of the offices of Planned Giving, Foundation Relations, and Parent and Family Relations as well as central and school-based major gift officers.

Prior to joining USD, Ciallella worked for nine years at Scripps Foundation for Medicine of Science where she began her development career as Associate Director of Gift Planning. At the time that she left Scripps to join USD, she held the position of Senior Vice President for System Development. In that role she was responsible for not only the management of the Scripps' gift planning program but also oversight of the development officers assigned to four hospitals and the Scripps Cancer Center for Scripps Health.

Prior to embarking on her development career, Ciallella practiced law in the areas of estate planning and probate, real estate and business transactions, and tax dispute and planning.

Ciallella received her B.S. in Accounting from Penn State University and her J.D. from the University of San Diego School of Law.



Noelle Norton, Ph.D.

Dean, College of Arts and Sciences

Noelle Norton, Dean of the College of Arts and Sciences, received her B.A. from UCLA and her M.A. and Ph.D. from UCSB in Political Science. Norton was named Dean of the College of Arts and Sciences at the University of San Diego in 2013. She joined the USD faculty in 1994, and previously served as Associate Dean, Co-director of USD's Living Learning Communities program, and Director of the Honors Program while maintaining her faculty role in the Department of Political Science and International Relations. Under her leadership, the College of Arts and

Sciences has opened an interdisciplinary student-centered Humanities Center; led the revision of USD's core curriculum; designed and implemented a successful Diversity Post-Doctoral Fellowship program; is addressing the advancement of liberal arts at USD; is creating new interdisciplinary programs; and is implementing new methods for including adjunct faculty in the USD community. Norton's abiding interest in promoting the humanities as the central element of a liberal arts education has led to her active involvement in the "Natural Landscapes and Human Meaning" project.

Norton has been published in the journals *Congress and the Presidency*, *Political Research Quarterly*, *Policy Studies Journal*, *Legislative Studies Quarterly*, *Women and Politics*, *Journal of the History of the Behavioral Sciences*, *Policy Studies*; and two edited volumes, *Gender, Power, Leadership and Governance* (Kelly/Duerst-Lahti, 1995) and *Women Transforming Congress* (Rosenthal, 2003). One of her most recent publications is a book titled *Creating Gender: The Sexual Politics of Welfare Policy* with Georgia Duerst-Lahti and Cathy Johnson (Lynn Reinner Press, 2007). Norton is currently working with an undergraduate research assistant to expand her work to include an analysis of congressional handling of international women's gender violence legislation.

Norton's background and experience prepare her to teach a wide variety of courses ranging from urban politics to gender politics. Prior work for the cities of Grover Beach and San Luis Obispo piqued her interest in state, local and urban politics, while her research in American government piqued her interest in the U.S. Congress and gender politics. She has taught introductory American Politics and Urban Politics, as well as upper-division courses on Congress, urban politics, and parties and interest groups.



Richard P. Virgin

Vice President, University Advancement

Richard P. Virgin (Rick) became the Vice President for University Advancement at the University of San Diego on August 1, 2018. His previous leadership position was as Vice President of University Relations at Creighton University in Omaha, Nebraska, where he served as the chief fundraiser and philanthropic strategist. Virgin led the successful *Ignite the Greatness* campaign that culminated in the first named college at Creighton, the Heider College of Business. He has a solid reputation for creating high-performing teams, establishing strong relationships with boards and senior leadership, and coaching and mentoring staff at all levels.

He has more than 20 years of development leadership experience spearheading successful fundraising campaigns and establishing a significant record of accomplishment securing major and transformational gifts at Creighton University, George Mason University, and The George Washington University. As a member of Hispanics in Philanthropy and Board of Trustee's member of Partnership 4 Kids, Virgin also brings with him a commitment to community service.

Rick, his wife Kathleen Rapp, their daughter Kennedy, and a puppy named Scout, now reside in San Diego not far from the beach.

PREFERRED COMPETENCIES AND QUALIFICATIONS

The University of San Diego seeks a Director of Development, College of Arts and Sciences with

- an ability to collect, analyze, and present data;
- knowledge of the full spectrum of philanthropic fund development, including special gifts, major gifts, capital campaigns, annual giving, special events, prospect research, proposal development, and gift planning;

- an ability to cultivate, solicit, close, and steward major gifts (\$25K+);
- cultural competency and sensitivity as well as an ability to understand different cultural contexts and viewpoints, demonstrate respect for others, adapt to different cultural settings; and accept cultural differences;
- excellent oral and written communication skills, including public speaking and an ability to communicate positively and effectively with a diverse audience;
- an ability to work collaboratively with faculty, advancement professionals, academic administrators, senior executives, volunteers, and trustees;
- an ability to recruit, organize, and manage salaried or volunteer personnel, as well as direct any individuals or committees of influence and affluence in fundraising protocol and competencies;
- a commitment to working as a member of a team and collaborating with colleagues;
- managerial and leadership skills and an ability to inspire confidence, to motivate, and to persuade;
- an entrepreneurial approach, oriented toward action and results;
- knowledge of trends and issues in higher education and philanthropy; and
- an ability to utilize Microsoft Office applications with fluency and an ability to become proficient with new technologies and CRM platforms.

A bachelor's degree is required for this position as is at least five years of experience in fundraising, including demonstrated management and administrative skills. Experience in higher education is preferred.

DIVERSITY, INCLUSION, SOCIAL JUSTICE, INCLUSIVE EXCELLENCE, AND EQUITY

Diversity at the University of San Diego results from the intentional gathering of varying perspectives that foster institutional excellence and genuine community relationships. Valuing diversity means recognizing and honoring the strengths each person brings to the community as it collectively confronts humanity's urgent challenges. In teaching and learning, diversity refers to difference, understood as an historically and socially constructed set of value assumptions about what/who matters that figures essentially in power dynamics from the local to the global. Some differences have been made to matter more than others.

Inclusion describes the institutional processes that incorporate and promote diversity. Inclusion refers to how institutional practices, policies, and habits transform to include diverse people and perspectives, especially those from underrepresented and underserved groups. The ongoing and adaptive practice of inclusion impacts campus culture and climate.

Social Justice operates centrally in Catholic social teaching. Social justice entails identifying and contesting processes in which power and privilege utilize diversity for inequitable outcomes along intersecting lines— race, class, gender, sexual orientation, religion, ability, and more— that inhibit democratic empowerment, civil and human rights.

Inclusive Excellence is synonymous with institutional excellence; high-quality education relies on engagement and inclusion with diverse perspectives. Inclusive excellence means commitment to diversity and equity in all of their forms, including a diversity of ideas, of people, and the opportunity to learn from and with diverse peers.

Equity is the process of modifying practices that have intentionally or unintentionally disadvantaged a particular group. The outcome of equity is that all people have an equal opportunity to succeed in reaching equality in outcomes.

SALARY AND BENEFITS

The University of San Diego offers a competitive salary and benefits package.

LOCATION

This position is located in San Diego, California.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of the University of San Diego to advance academic excellence, expand liberal and professional knowledge, create a diverse and inclusive community, and prepare leaders who are dedicated to ethical conduct and compassionate service.*** Review of applications will begin immediately and continue until the successful candidate has been selected.

To apply for this position, visit:

[Director of Development, College of Arts and Sciences, University of San Diego.](#)

To nominate a candidate, please contact Don Hasseltine:

[donhasseltine@aspenleadershipgroup.com.](mailto:donhasseltine@aspenleadershipgroup.com)