



**DIRECTOR OF DEVELOPMENT & ALUMNI RELATIONS, INTERNATIONAL BUSINESS SCHOOL
BRANDEIS UNIVERSITY
Waltham, Massachusetts
[Brandeis University](https://www.brandeis.edu)**

Brandeis University

The Aspen Leadership Group is proud to partner with Brandeis University in the search for a Director of Development & Alumni Relations, International Business School.

The Director of Development & Alumni Relations will be responsible for the fundraising and alumni relations programs of Brandeis International Business School (IBS). This strategic position involves maximizing the effectiveness of the Dean and Brandeis IBS faculty in fundraising and alumni engagement activities. Major responsibilities include coordinating all fundraising actions related to donors and prospects assigned to the school donor cultivation and stewardship through the coaching of senior staff and faculty; drafting letters and other correspondence to donors; directing and supervising alumni relations activities and staffing; and assisting in the planning and execution of meetings and events to raise the visibility and awareness of the school's mission. The successful candidate will closely coordinate with and take instruction from the University Institutional Advancement office regarding fundraising strategy, alumni engagement objectives and metrics, stewardship and donor relations, prospect management, and gift processing. In addition to maintaining excellent relations with faculty and staff, the Director of Development & Alumni Relations will develop timelines and strategic plans that ensure the appropriate and timely follow-up with identified prospects.

As a medium-sized private research university with global reach, Brandeis University is dedicated to first-rate education while making groundbreaking discoveries. Founded by the American Jewish community as a nonsectarian institution in 1948, at a time when exclusionary practices prevented equal access to some of the nation's best universities, Brandeis has always welcomed talented students and faculty of every ethnicity, religion, and cultural background.

Brandeis University's faculty—which includes Nobel Prize recipients and Pulitzer Prize winners—are leaders in their fields who are as passionate about teaching and mentorship as they are about pushing the boundaries of knowledge. Its students are motivated, compassionate, curious, and open to exploring new and challenging experiences. Brandeis University is ranked 34th among universities in the United States by *U.S. News & World Report*, which is considered one of the pre-eminent rankings in the world for identifying institutions known for academic excellence.

Brandeis IBS and its graduate business programs are among the best in the world, according to independent rankings outlets. The school's strong academic reputation, innovative faculty, and multicultural student-centered environment are consistently cited as placing it in the top tier of globally focused business schools. Brandeis IBS has been ranked among the best business schools in the world for ten consecutive years by *The Princeton Review* and was cited for strong achievements in faculty quality, faculty investment in student success, and global exposure. The school specializes in highly ranked master's programs in business, economics, and finance with STEM designations.

REPORTING RELATIONSHIPS

The Director of Development & Alumni Relations will report to the Dean of Brandeis IBS, with an additional reporting relationship to the University Institutional Advancement office.

PRINCIPAL OPPORTUNITIES

The Director of Development & Alumni Relations at Brandeis IBS is an essential, high-profile leadership position within the Advancement enterprise of the university. Serving in a dual-reporting role to the central University Institutional Advancement office and as a member of [Dean Kathryn Graddy's](#) leadership team at Brandeis IBS, the Director will be encouraged to explore new, creative, and entrepreneurial practices for engaging alumni, parents, and friends around the world in meaningful relationships that promote and support the extraordinary work of the school and university.

Brandeis University, Brandeis IBS, and its graduate business programs are recognized among the best in the world by independent ranking outlets. By teaching rigorous business, finance, and economics, connecting students to best practices and immersing them in international experiences, Brandeis IBS prepares exceptional individuals from around the globe to become principled professionals in companies and public institutions worldwide. The Master of Arts in International Economics and Finance–Lemberg Program is ranked third in the U.S. among pre-experience programs by the *Financial Times*. The Master of Business Administration (MBA) program is on the *Princeton Review's* list of top business schools in the world and has been for more than ten years in a row. The Master of Science in Finance (MSF) program is ranked fifth in the country by the *TFE Times*.

As a young institution, boldly conceived, Brandeis University is intent upon carrying on the great traditions of learning at the highest level of rigor and meaning, with a moral conviction for inclusion and justice. Brandeis is steeped in collaborative and interdisciplinary teaching and research, fueled by core values of academic excellence, critical thinking, an openness to different perspectives, and a willingness to be self-critical. At Brandeis, one will find a community of students and faculty with a passion for applying their knowledge and talents for the betterment of the world.

In July 2016, Brandeis inaugurated Ronald Liebowitz as its ninth President. President Liebowitz is a recognized administrative leader in higher education, having previously served as President of Middlebury College, where he had a transformative impact and was recognized in 2009 as one of the 10 best U.S. college presidents by *Time* magazine.

Most recently, President Liebowitz released [A Framework for Our Future](#), which outlines a new vision for the university while embracing the strengths and values that make Brandeis truly unique. As the strategic objectives of the framework are further refined by the work of task forces and working groups, the University Institutional Advancement office is ramping up and preparing for the imminent launch of an exciting, new comprehensive campaign.

Now is an opportune time to join the Institutional Advancement enterprise at Brandeis University and lead the fundraising and alumni relations efforts at Brandeis IBS. As a key advisor to Dean Graddy and a trusted colleague across the institution, the Director of Development & Alumni Relations will be at the forefront of developing and executing plans to propel the school forward and to engage the next generation of philanthropists and volunteer leaders in our efforts. A passionate, experienced, and motivated Director of Development & Alumni Relations for Brandeis IBS should be able to raise between \$3 million and \$5 million annually, a figure that will increase substantially over time as campaign initiatives are further refined and relationships with key stakeholders are nurtured and leveraged.

PRIMARY RESPONSIBILITIES

The Director of Development & Alumni Relations, International Business School will

- with the Dean as partner, develop ideas to strengthen the Advancement programs and direct the fundraising efforts for Brandeis IBS;
- identify and visit prospects, set up meetings with appropriate faculty and administration of both Brandeis IBS and the University, including preparation, cultivation, solicitation, and follow up with prospects and donors;
- develop written proposals, and draft event and correspondence talking points for the Dean and others;
- work on fundraising campaigns organized by the university, particularly those associated with Brandeis IBS that involve fundraising around a specific program or idea; and
- lead the advancement activities at Brandeis IBS, including supervising development and alumni-related staff.

KEY COLLEAGUES



Kathryn Graddy

Dean, Brandeis International Business School

Kathryn Graddy began her post as Dean of Brandeis IBS in July 2018. She is the Fred and Rita Richman Distinguished Professor in Economics, and had been serving as the Senior Associate Dean at the school since 2016.

Graddy, who came to Brandeis in 2007 from Oxford University, has held numerous leadership positions at Brandeis. She served as

Program Director for the business school's PhD program as well as Chair of the university's economics department. Under her leadership as Senior Associate Dean, she spearheaded innovations at Brandeis IBS, from achieving STEM designations for the school's core programs to developing a new master's degree in business analytics. She has been instrumental in expanding the school's global footprint by strengthening and widening its partnerships with academic institutions worldwide.

As dean, Graddy leads a top-ranked, globally focused business school that prepares both graduate and undergraduate students to excel across borders and cultures. The school's alumni work in multinational corporations, public and nonprofit institutions, and academia in more than 100 countries. In addition to offering an MBA, the school also delivers specialized pre-experience master's programs as well as the undergraduate business major, which is currently the third-most popular at Brandeis.

While at Oxford University, Graddy was a fellow of Exeter College. Prior to Oxford, she was Assistant Professor of Economics at the London Business School and a Junior Research Fellow at Jesus College, Oxford. She received her PhD in economics from Princeton University, her MBA from Columbia University, and her BS and BA in mathematics and Russian from Tulane University. Graddy was awarded an honorary doctorate from Copenhagen Business School in March 2018.

Graddy's research focuses on the economics of art, culture and, more generally, industrial organization. She has published extensively in the field of the economics of the arts, with papers in top international journals including *The American Economic Review*, *Management Science*, the *Journal of Economic Literature*, *The Rand Journal of Economics*, and *The Journal of Economic History*. She has written policy papers on Artist's Resale Right for the World Intellectual Property Organization and the UK Patent Office, and she is a former editor of the *Journal of Cultural Economics*.



Zamira Korff

Senior Vice President of Institutional Advancement

Zamira Korff became Senior Vice President of Institutional Advancement in October 2017. Korff serves as Brandeis' senior fundraising executive and leads both alumni relations and advancement at the university.

Korff came to Brandeis from Combined Jewish Philanthropies (CJP) of Boston. She joined CJP as Director of the Women's Division in 1997. She advanced to the positions of Director of Major Gifts and Director of Development before becoming Senior Vice President of Development in

2010. In 2015, she was named Senior Vice President of Strategic Philanthropy. In that role, she was responsible for working with CJP's top donors, leading a \$12 million-plus capital campaign, and raising \$55 million annually to sustain and support CJP's operations and community programs. In addition to leading the development department, Korff was responsible for developing the Israel and overseas agenda for CJP's Strategic Plan.

Before coming to Boston, Korff served as legislative aide to the Senate Foreign Relations Subcommittee on European Affairs in Washington, D.C. On behalf of then-Senator Joseph Biden, Chair of the subcommittee, Korff helped create legislation on foreign-policy issues including arms control, collective security, free enterprise initiatives, and market development in the newly emerging democracies of Eastern Europe. She also concentrated her efforts on the conflict in Bosnia and the role of the United Nations as peacekeeper in the post-Cold War world.

Korff earned her bachelor's degree from the School of International Service at American University in Washington, D.C.



Farrah Rubenstein

Assistant Vice President of Volunteer Engagement and Leadership Development

Farrah Rubenstein '97 has over twenty years of experience in the nonprofit sector and a wealth of knowledge and enthusiasm. As Assistant Vice President, her work focuses on strengthening existing partnerships and building new bridges between alumni relations and development to enhance and expand volunteer opportunities and connect donors to the work of the university in meaningful ways. In addition to working within the Institutional

Advancement office, Rubenstein works with faculty and staff across the university to create a continuum of volunteer engagement across campus, promoting donor awareness and increased support.

Rubenstein previously worked at Gann Academy, where she served as the Director of Enrollment Management. In this role, she worked with volunteers, donors, faculty, staff, parents, and community members to strengthen Gann's reputation and enrollment as well as parent and student satisfaction. Rubenstein built and managed a team of professionals and volunteers charged with creating a system to support short- and long-term engagement with an eye towards increased donor participation and support.

Prior to that, Rubenstein served as the Director of Leadership and Board Development at Combined Jewish Philanthropies. During her tenure in this position, she strengthened and oversaw 28 high-level volunteer committees and partnered with 10 agencies and numerous day schools, creating cross-collaboration and sustained pipelines of volunteer engagement. She also created and managed a governance and nomination process to ensure timely succession planning for all Committees and the

Board of Directors. Rubenstein has also served as a major gifts officer for both Combined Jewish Philanthropies and Jewish Women's Archive.



Michael Dettelbach

Assistant Vice President for Corporate and Foundation Relations

Michael Dettelbach is an experienced advancement professional whose work has provided important support for faculty research and other institutional priorities. In his role as Assistant Vice President, Dettelbach oversees Brandeis' efforts to expand relationships and outreach with foundations and corporate entities. He also works to further strengthen the internal partnerships between development and alumni relations and faculty and academic leaders across the university.

Dettelbach most recently served as Director of Foundation Relations at Boston University, where he held progressively more senior corporate and foundation relations positions after joining the school in 2001. At BU, he worked closely with academic leaders across the university to identify and pursue opportunities for partnerships with foundations and corporations in support of institutional goals. Dettelbach led teams of as many as six other frontline fundraising professionals; created strategic and operating plans for his units; and developed systems and metrics for monitoring, assessing, and reporting on organizational and individual performance and productivity.

Prior to his work at BU, Dettelbach served for eight years as Assistant Professor of History at Smith College and was a lecturer and Mellon Postdoctoral Fellow at Stanford University for two years. He earned his BA summa cum laude in history and science from Harvard University and his PhD in the Department of History and Philosophy of Science from the University of Cambridge in England.

CANDIDATE QUALIFICATIONS AND QUALITIES

The successful candidate for the position of Director of Development & Alumni Relations, International Business School should have

- progressively responsible experience as a fundraiser with a track record of cultivating and a track record of cultivating and closing gifts of six- and seven-figures, working as part of a team that accomplishes the closing of major gifts;
- highly developed written and verbal communication skills, including the ability to convey complex information;
- superior interpersonal skills with proven ability to successfully interact with highly-influential and affluent donors, trustees, and volunteers;
- strategic planning skills, excellent judgment, facility with financial data, and tolerance of ambiguity;
- leadership skills in order to build confidence in those around them, including the Dean and Brandeis IBS donors;
- strong relational, collaborative, and teamwork skills with the ability to resolve conflicts and address delicate situations;
- supervisory experience, including experience training, supervising, and monitoring staff performance;
- broad and comprehensive knowledge of relevant theories, concepts, and practices and an ability to apply knowledge in complex, difficult, and/or unprecedented situations;

- decision-making skills with an ability to develop solutions, contribute to important strategy, and make operational/business decisions;
- an ability to address broad, complex, and abstract problems using substantial creativity, resourcefulness, innovation, negotiation, and diplomacy;
- an understanding and appreciation of different perspectives;
- an ability to set one's own goals and determine how to accomplish results within some guidelines;
- facility with technology and the ability to use all alumni and donor databases; and
- an attitude of doing what it takes to get the job done.

A bachelor's degree is required for this position, as is at least eight years of related experience including supervisory/management experience. An advanced degree is preferred.

SALARY & BENEFITS

Brandeis University offers a competitive salary and benefits package.

LOCATION

Brandeis' 235-acre campus is located in Waltham, Massachusetts, in the suburbs of Boston, a global hub for higher education and innovation.

DIVERSITY, EQUITY AND INCLUSION

Brandeis University is committed to providing its students, faculty, and staff with an environment conducive to learning and working and where all people are treated with respect and dignity.

Founded as a model of ethnic and religious pluralism, Brandeis University welcomes students, faculty, and staff of every nationality, religion, and orientation. Social justice is central to the mission of Brandeis, which endeavors to foster a just and inclusive campus culture that embraces the diversity of our larger society. Brandeis embodies the American heritage of cultural diversity, equal access to opportunity, and freedom of expression. Learn more [here](#).

Brandeis University is an affirmative action/equal opportunity employer. It is the policy of Brandeis University not to discriminate against any person on account of race, color, ancestry, religious creed, gender, national or ethnic origin, sex, sexual orientation, age, genetic information, disability, veteran status, or any other category protected by federal or state law.

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 nominate a candidate, please contact Don Hasseltine:
donhasseltine@aspenleadershipgroup.com.