



**ADVANCEMENT DIRECTOR**

**SIGMA PHI EPSILON**

**Location – Remote**



The Aspen Leadership Group is proud to partner with Sigma Phi Epsilon in the search for an Advancement Director.

The Advancement Director will lead Sigma Phi Epsilon and its Educational Foundation team in the implementation of foundation best practices, inclusive of identifying, cultivating, soliciting, and stewarding donors. The Advancement Director will maintain a portfolio of principal gift prospects, with a focus on securing gift commitments greater than \$100,000 to advance the Fraternity's strategic priorities.

SigEp is redefining fraternity on college campuses across the country. It complements a man's education by delivering a premier student experience in one of the most formative times of his life. Through SigEp, men strengthen their character, build leadership and interpersonal skills, and learn to develop healthy, lifelong relationships that are essential to a successful and fulfilling life. Sigma Phi Epsilon was founded on November 1, 1901, at Richmond College, now the University of Richmond, in Richmond, Virginia. Since then, SigEp has grown to become one of the largest fraternities in the country. Around 13,000 SigEp undergraduates are on nearly 200 college campuses each year. They are among the more than 345,000 lifetime brothers who have joined since 1901.

SigEp was founded with the Cardinal Principles of Virtue, Diligence, and Brotherly Love. Its mission is *Building Balanced Men*, which is achieved through a commitment to Sound Mind and Sound Body. It is committed to working with its host institutions as a valued partner in higher education.

SigEp revolutionized the fraternity movement in 1991 by unveiling the Balanced Man Program (BMP), a concept of single-tiered membership and continuous development that begins the day a brother joins. BMP is the centerpiece of the SigEp chapter experience and provides the experience that today's student needs to be successful during and after college. The Program is a non-pledging, non-hazing, four-year, personal, academic, leadership, and professional skills development experience founded on the five philosophical tenets of equal rights and responsibilities; continuous development; accountability; living the ritual; and mentoring. SigEp believes the stereotypical fraternity experience does not fulfill the needs of today's college male. The BMP offers an experience focused on scholarship, leadership, professional development, and life skills. Members learn to live their best lives through unique, rewarding programming tailored to fit their needs and prepare them for the journey of life ahead.

## **REPORTING RELATIONSHIPS**

The Advancement Director will report to the Chief Executive Officer, Brian C. Warren, Jr. and will serve as a member of the organization's Lead Team.

### **FROM THE CHIEF EXECUTIVE OFFICER**

*We intend to break things, to destroy old norms and redefine what it means to be in a fraternity. To say our [new strategic plan](#) is ambitious is an understatement. Our work will be disruptive to the fraternity world, but a breath of fresh air to higher education, to parents, and to young men searching for something meaningful on their campus and in their lives.*

*Today, there are 13,000 undergraduate SigEps on college campuses across the country. That's an opportunity to change 13,000 lives each year.*

*With more than 300,000 living alumni, in addition to parents and other friends of Sigma Phi Epsilon, we have the capacity to exponentially grow our Educational Foundation's endowment and its ability to make transformational investments in leadership development, career preparedness, mental health, mentoring, and more.*

–Brian C. Warren, Jr., Chief Executive Officer

### **SIGMA PHI EPSILON'S COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION**

At Sigma Phi Epsilon, a diverse, inclusive, and equitable workplace is one where all employees and volunteers, whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education or disability, feel valued and respected. SigEp is committed to a nondiscriminatory approach and provides equal opportunity for employment and advancement in all of its departments and programs. It respects and values diverse life experiences and heritages and ensures that all voices are valued and heard. SigEp is committed to modeling diversity and inclusion for the entire fraternity community, and to maintaining an inclusive environment with equitable treatment for all.

### **PRIMARY RESPONSIBILITIES**

The Advancement Director will

- build and lead a team of advancement officers to exceed organizational goals in annual giving, estate giving, principal giving, and chapter giving;
- collaborate with senior staff and board members to shape the Fraternity's strategic fundraising and alumni engagement plans;
- develop strategies and oversee execution of activities to build and effectively manage portfolios for major and principal gift officers;
- manage a portfolio of major and principal gift prospects;
- monitor performance measures and results, and evaluate the efficacy of fundraising performance, reporting out to the Chief Executive Officer, Fraternity Board of Directors, and Educational Foundation Board of Trustees;
- collaborate with the Fraternity's marketing and communications team to regularly and effectively communicate with donors and potential donors about program impact and future needs;

- inspire confidence in the Foundation’s operations and tell stories that motivate alumni to invest in the SigEp experience;
- serve as a member of the CEO’s leadership team responsible for budgeting and fiscal health, strengthening staff culture, and developing comprehensive strategy and alignment between entities; and
- collaborate with other staff departments and individuals to execute fundraising strategies, as required.

## **LEADERSHIP AND KEY COLLEAGUES**

### **Brian C. Warren Jr. Chief Executive Officer**

Brian Warren is a graduate of the University of Virginia and earned an MBA from the University of Richmond.

In January 2010, at the age of 27, Brian became SigEp’s Executive Director. Under Brian’s leadership, SigEp has invested more in the undergraduate experience than ever in its history. Today, the quality and reach of SigEp’s leadership programming continues to expand, giving more undergraduate men opportunities to build the life skills they need to excel in the classroom and beyond.

Since 2010, Brian has also served as the Secretary-Treasurer for SigEp National Housing. For the last decade, SigEp National Housing has grown its lending program to support the construction and renovation of SigEp Learning Communities across the country and launched a property management program to better support volunteers in the professional management of SigEp facilities.

In 2013, SigEp’s National Board of Directors and Educational Foundation Board of Trustees promoted Brian to Chief Executive Officer, adding fundraising and the stewardship of charitable contributions to his list of responsibilities. Brian has made alumni engagement and growth of the SigEp Educational Foundation a focal point of SigEp’s future.

Brian resides in Richmond, with his wife, Ashley, son Cal — who was born on SigEp’s Founders Day — and his two daughters, Lulu and Vivi.

### **Joe Budde Chief Information Officer**

Joe Budde is an Ohio native and a 2006 graduate of Miami University, where he earned his bachelor’s in business administration and political science with a concentration in interactive media studies. His largest personal growth as an undergraduate came as a member of Beta Theta Pi.

Since then he has gained over 10 years of experience helping non-profit membership organizations achieve their missions. Previously, he served as the Chief Information Officer of the North American Interfraternity Conference and prior to that he served Beta Theta Pi as their Chief Financial Officer.

Joe has used technology and systems thinking to advance a vision for seamless donor experiences through automation and integration of finance, technology, and fundraising processes to reduce staff administration, improve engagement, and increase donation and membership revenues.

In his spare time, you’ll find Joe and his wife Lindsay enjoying raising their four kids together.

**Heather Kirk****Chief Communication Officer**

Heather Kirk is a graduate of Louisiana State University and earned a master's in higher education and student affairs from Indiana University. She comes to SigEp after serving as Chief Communication Officer of the North American Interfraternity Conference, where she worked to advance the brand of fraternity. Prior to that, she worked for Zeta Tau Alpha for nearly a decade, including three years as Director of Education and Communication.

Based in Indianapolis, Heather travels to Richmond monthly to spend time with the team at headquarters. She lives in Indy with her husband, Justin, and her dog, Ruby, named for a ZTA founder. She enjoys traveling and visits a new country each year. She's a rabid college football fan (Geaux Tigers!) and an avid movie-goer who annually sees each movie best picture Oscar nominee.

**Rick Bennet****Foundation Board President**

Rick Bennet is Co-Chief Executive Officer of CCA Global Partners, one of the largest privately held companies in the United States. A retail industry veteran, Rick's experience spans domestic and international multi-unit businesses and complex organizations, generating annual revenues ranging from \$500 million to \$14 billion. Prior to joining CCA Global Partners, Rick was with the May Department Stores company for over 27 years. He rose to become President and CEO of Famous Barr Department Stores in St. Louis and later President and CEO of Kaufmanns-a \$1.5 billion division with 50 stores in Pittsburgh. Rick ultimately became Vice Chairman of May, which operated 450 stores with revenues of \$14 billion.

Previously, Rick was President and CEO of Direct Holdings Worldwide, an international direct marketing business with a variety of holdings including Lillian Vernon catalog and Time Life entertainment. In addition, Rick is on the Board of Directors of both Drugstore.com and Charming Shoppe as well as Vice Chairman of the Glacier National Park Foundation. He held the role of Adjunct Professor at The Olin School of Business at Washington University, where he led a new curricular effort in social entrepreneurship. Rick is an industrial partner with Ripplewood Holdings LLC, a private equity firm with over \$10 billion under management through its portfolio of investments, which include holdings in manufacturing, direct marketing, media, and other industries. Rick is based out of CCA's corporate office in St. Louis, Missouri.

Rick is a former staff member, national board member, and former Grand President of Sigma Phi Epsilon.

**PREFERRED COMPETENCIES AND QUALIFICATIONS**

Sigma Phi Epsilon seeks an Advancement Director with

- a commitment to SigEp's mission to complement a man's education by delivering a premier student experience;
- a track record of closing gifts at the \$100K level and above;
- proven results-oriented leadership that led to significant endowment growth;
- strong team and project management skills with proficiency using technology to empower others, complete tasks, and manage donor records (Microsoft Office, Salesforce, etc.);
- excellent oral, written, and interpersonal communication skills, including the ability to write and speak in a clear, sincere, and compelling manner;
- demonstrated experience in prospect identification, relationship building, and major gift solicitation; and
- demonstrated leadership experience and an ability to collaborate with multiple departments and personalities.

A bachelor's degree is required for this position as is at least seven years of direct fundraising and campaign experience.

### **SALARY AND BENEFITS**

Sigma Phi Epsilon offers a competitive salary and comprehensive benefits.

### **LOCATION**

Culture, communication, and collaboration are important factors in the success of all roles within Sigma Phi Epsilon. However, it has learned that these can be achieved in a remote capacity as well as in person. SigEp's focus is to find talented people, who can help the organization move forward, regardless of where they work from on a regular basis. Regular visits to the Richmond, Virginia office will be part of the role, but the day-to-day expectations of the role may be completed from anywhere within the country.

### **APPLICATION INSTRUCTIONS**

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of Sigma Phi Epsilon Fraternity as well as the responsibilities and qualifications presented in the prospectus.*** Review of applications will begin immediately and continue until the successful candidate has been selected.

*To apply for this position, visit:*

[Advancement Director, Sigma Phi Epsilon Fraternity.](#)

*To nominate a candidate, please contact Patrick Key, [patrickkey@aspenleadershipgroup.com](mailto:patrickkey@aspenleadershipgroup.com) or Kim Farr, [kimfarr@aspenleadershipgroup.com](mailto:kimfarr@aspenleadershipgroup.com).*

*All inquiries will be held in confidence.*