

ASPEN • LEADERSHIP • GROUP

MANAGER, RESEARCH AND RELATIONSHIP MANAGEMENT SCIENCE PHILANTHROPY ALLIANCE

Palo Alto, California

<http://sciencephilanthropyalliance.org>



Funding Basic Research – The Foundation of Our Future

The Aspen Leadership Group is proud to partner with the Science Philanthropy Alliance (SPA) in the search for a Manager, Research and Relationship Management. The Science Philanthropy Alliance was founded by six funders committed to discovery-driven scientific research, who are working together to increase private philanthropy for fundamental research and ultimately to help ensure a better and more prosperous future. Founding members of the Alliance are the Gordon and Betty Moore Foundation, the Howard Hughes Medical Institute, the Kavli Foundation, the Research Corporation for Science Advancement, the Simons Foundation, and the Alfred P. Sloan Foundation.

The Manager, Research and Relationship Management will create and build a program to support SPA's mission and goals. The Manager will grow a pool of prospects comprising high-net worth individuals and private foundations most likely to support basic scientific research and to participate in a newly created membership program, and will provide briefings and proactive research on these prospects to support front-line activity. The successful candidate will build and maintain a relationship management database using SPA's Sales Force platform to manage and track prospect data and other relevant activity and will create and manage a system for tracking and reporting regularly on gifts to basic research across the nation in coordination with SPA's 30+ research partners, highlighting those that were stimulated by SPA activity.

The Manager will work with SPA leaders, and will develop a suite of dashboards, reporting, and analytics that communicate clearly the impact of SPA's work to its funders and research partners, and support executives in managing key organizational activities. The successful candidate will serve as a liaison for research and reporting activity with staff in SPA member organizations and research partners, among which are the top research universities in the nation.

America's scientific enterprise has a strong impact on the country's economy, defense, and capability to discover and create new technologies and therapies. Throughout history, basic scientific research—scientific exploration that is done primarily for the discovery of new knowledge—has led to innovations that have transformed the world, from MRIs to cell phones to lasers. Despite the importance of basic research and the significant role it has played in advancing the U.S., the federal funding for it is declining and is likely to continue to diminish. More federal funding is going to support translational research (i.e.: applied research) leaving less money for basic research. SPA is a growing community of funders of basic science research who are working to increase the total private funding going toward basic science research in America.

REPORTING RELATIONSHIPS

The Manager, Research and Relationship Management reports to the Vice President, SPA.

PRIMARY RESPONSIBILITIES

The Manager, Research and Relationship Management will be responsible for all aspects of the program, including, but not limited to

Prospect Research

- developing and implementing systems and protocols for the identification and qualification of new prospects in order to make the best prospects available to SPA team;
- proactively investigating sources of wealth potential (economic sectors, geographic areas, business areas) that are aligned with the goals and mission of the Science Philanthropy Alliance;
- assisting in the development and articulation of comprehensive prospect strategies for top prospects working with key leadership;
- utilizing state-of-the-art resources including web based searches, proprietary databases, contracted screening and data mining resources, electronic databases, and other sources as appropriate;
- tracking moves for top prospects and other key individuals,
- staying current on research and fundraising trends through regular contact with development and research colleagues at research partners and funders as well as appropriate vendors;

Data Management

- maintaining data integrity in the Sales Force database;
- managing the list pulls for invitations and other communications
- managing the collection, analysis, interpretation, and documentation of information on individuals, foundations, and other key organizations;
- disseminating prospect news and rating information, development metrics and pipeline forecasts effectively;
- ensuring overall integrity of performance metrics as designed for SPA frontline staff;

Business Intelligence

- creating a measurement system in coordination with SPA's 30+ Research Partners and others to determine and track new gifts to basic research in America, in particular those that were stimulated by SPA activity;
- developing and producing analyses and reports on history and current performance, prospect pool status, and other business intelligence in order to inform the strategic management of SPA operations; and
- analyzing fundraising activities and gift trends, and providing projections based on prospect data; analyzing prospect and donor constituencies and forecasting their behavior through data benchmarking, modeling and analytics.

KEY COLLEAGUES



Professor Marc Kastner
President

Marc Kastner is the first President of the Science Philanthropy Alliance, a coalition of leading nonprofit institutions and foundations dedicated to increasing investment in basic science research.

Before joining SPA, Kastner served for over six years as Dean of the School of Science at the Massachusetts Institute of Technology (MIT). Kastner joined MIT in 1973, where he was named the Donner Professor of Physics in 1989. He became Director of the Center for Materials Science and Engineering in 1993, Head of the Department of Physics in 1998; and Dean of the School of Science in 2007; he returned to the physics faculty in 2013.

Kastner is a member of the National Academy of Sciences, a fellow of the American Academy of Arts and Sciences, a fellow of the American Physical Society and a fellow of the American Association for the Advancement of Science. In 1995 he received the David Adler Lectureship Award of the American Physical Society, and in 2000 he won the Oliver E. Buckley Prize of the American Physical Society.

Kastner received a B.S. in chemistry, an M.S. in physics, and a Ph.D. in physics from the University of Chicago, and was a postdoctoral fellow at Harvard University.



Valerie Conn
Vice President

Valerie Conn, first Vice President of the Science Philanthropy Alliance, has spent 25 years working with philanthropists, foundations, and corporations to fund science, medicine, engineering and education initiatives.

After receiving a Bachelor of Arts from Northwestern University, Ms. Conn's career in development began in 1989 at Illinois Institute of Technology, later shifting into campaigning for medical research in Chicago. She has held leadership positions at University of Chicago, including managing a \$100 million campaign within its Physical Sciences Division and raising funds for the University to join the Magellan Telescope consortium and creating the Hubble Circle donor society.

Recently, Ms. Conn raised private funding for space mission support as Vice President of Strategy for B612 foundation. She actively participates in the Aspen Institute's Socrates Seminars, was an organizer of TEDxMidwest, and attends the TED conference.

CANDIDATE QUALIFICATIONS AND QUALITIES

The Manager, Research and Relationship Management will

- have the ability to review and analyze data, systems and procedures to support organizational initiatives;
- be a self-starter who has the entrepreneurial drive to build a new program;
- have a passion for discovery-driven science research and the mission of the Science Philanthropy Alliance;
- possess highly-developed interpersonal and communication skills, both oral and written, to work effectively with colleagues and leadership team;
- have experience with a variety of research techniques, relationship management strategies, and professional ethical standards;
- be able to show proficiency in the evaluation of gift capacity through standard wealth-assessment formulas and with systems of ranking and prioritizing prospects based on giving capacity, interest, and readiness;
- have experience turning wealth assessment information into intelligence with direct usefulness for executive team;
- possess knowledge of prospect identification techniques and methodologies, such as data segmentation, 3rd party database screenings, peer constituencies and ratings, and mail and electronic surveying;
- demonstrate the ability to explore and report on relevant financial sectors and market trends;
- have experience in translating performance metrics into well-designed, visually sophisticated reports for management use; and
- be a creative individual, with a problem-solving temperament, exceptional organizational skills, persistent attention to detail, and an excellent sense of humor.

A Bachelor's degree is required for this position as is 3+ years of experience in research and data management with a preference for experience in prospect research, relationship management, and analytics.

SALARY & BENEFITS

SPA offers a competitive compensation and benefits package. SPA is a project of the New Venture Fund, a 501(c)(3) public charity that incubates new and innovative public-interest projects and grant-making programs. The New Venture Fund is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and enables individuals to realize their potential.

The New Venture Fund's work environment is safe and open to all employees and partners, respecting the full spectrum of races, ethnicities, national origins, ages, sexual orientations, gender identities, beliefs, religions, faiths and ideologies, cultures, socio-economic backgrounds, and levels of physical ability.

LOCATION

SPA is located in Palo Alto, California. Located 35 miles south of San Francisco and 14 miles north of San Jose, Palo Alto is a community of approximately 61,200 residents. The City's boundaries extend from San Francisco Bay on the east to the Skyline Ridge of the coastal mountains on the west, with Menlo Park to the north and Mountain View to the south. The City encompasses an area of approximately 26 square miles, of which one-third is open space.

The blend of business and residential areas anchored by a vibrant downtown defines Palo Alto's unique character. Palo Alto's tree-lined streets and historic buildings reflect its California heritage. At the same time, Palo Alto is recognized worldwide as a leader in cutting-edge technological development.

Palo Alto's residents are highly educated, politically aware and culturally sophisticated. An abundance of local pride and numerous neighborhood organizations contribute to Palo Alto's charming historic and upscale commercial and residential areas. Characteristic of Palo Alto is the care taken to protect open space and parkland. Palo Alto has a remarkable number of City-owned parks for its size and nearly one-third of its 26 square miles is open space.

APPLICATION DEADLINE

Before sending your résumé for this position, please read it over for accuracy. Review of applications will begin immediately and continue until the successful candidate has been selected.

To nominate a candidate, contact Anne Johnson: annejohnson@aspenleadershipgroup.com.

All inquiries will be held in confidence.