



**ASSISTANT DEAN FOR DEVELOPMENT, CONSERVATORY OF MUSIC  
UNIVERSITY OF THE PACIFIC**

**Stockton, California**

<http://pacific.edu>

UNIVERSITY OF THE  
**PACIFIC**

The Aspen Leadership Group is proud to partner with University of the Pacific in the search for an Assistant Dean for Development, Conservatory of Music.

The Assistant Dean will be responsible for securing major gifts while planning and implementing a comprehensive fundraising program within the Conservatory of Music, including the Brubeck Institute. The successful candidate will lead major gift development to secure support at the \$25,000 and above level and build relationships with leading alumni, friends, and organizations. The Assistant Dean works closely with the Dean, faculty, staff of the Conservatory, and the University advancement team across Pacific's three-city university campuses to develop and implement the Conservatory's overall fundraising and major gifts program with alumni, corporations, and volunteer leadership.

University of the Pacific is an independent, coeducational university serving nearly 6,300 students on three campuses in Stockton, San Francisco, and Sacramento united under one common goal: to educate and prepare the leaders of tomorrow through intensive academic study, experiential learning, and service to the community. Pacific was established as California's first chartered institution of higher learning and has earned widespread recognition for its deep commitment to teaching and learning, its history of innovation, and the accomplishments of its 60,000 alumni. Drawing on its rich legacy, Pacific is a student-focused, comprehensive educational institution that produces outstanding graduates who are prepared for personal and professional success.

Pacific enjoys national recognition for its leadership in higher education, consistently ranked among the best national universities and as a "Best Value" by *U.S. News & World Report* and *Princeton Review*. Under the stewardship of Pacific's current president, Pamela A. Eibeck, Pacific is expanding its presence in Sacramento and San Francisco and implementing a bold new strategic vision, *Pacific 2020*. This vision capitalizes on Pacific's highly regarded academic programs, formative student-teacher relationships, and multiple locations to position Pacific to become the best teaching-focused university in California.

Pacific's Conservatory of Music has been delivering an outstanding music education for more than 135 years. Degree programs are offered in vocal and instrumental performance, composition, jazz, education, management, therapy, and history. Passionate and dedicated faculty artists/scholars provide a rigorous and supportive learning environment. Students have access to a recording studio in addition to technology and composition labs, and draw on the rich artistic and cultural diversity of Northern California. Seminars and master classes with accomplished alumni and visiting artists along with numerous performance opportunities help prepare graduates for a life in music.

## **REPORTING RELATIONSHIPS**

The Assistant Dean for Development, Conservatory of Music will report to the Associate Vice President, Development.

## **PRINCIPAL OPPORTUNITIES**

The Assistant Dean for Development at the Conservatory of Music is an integral member of the University Development and Alumni Relations team. The position leads the major giving program as part of the University's comprehensive campaign with alumni, friends, organizations, and others in support of the Conservatory of Music and the Brubeck Institute, an institute created to honor the legacy of Pacific alum, jazz legend, Dave Brubeck. The Conservatory of Music is the oldest conservatory west of the Mississippi and houses nationally-renowned programs in musical performance, musical therapy, and more.

## **PRIMARY RESPONSIBILITIES**

The Assistant Dean for Development, Conservatory of Music will

- develop and actively maintain a pool of 150 major donor prospects distributed among identification, qualification, cultivation, solicitation, and stewardship stages;
- develop strategies for cultivating and soliciting major donor prospects in the gift range of \$25,000 to \$100,000;
- supervise and conduct activities for cultivation and solicitation of gifts to the Conservatory utilizing independent judgment to conduct face-to-face prospect visits and major gift solicitations to achieve fundraising goals;
- work within the framework of the Prospect Management Program and Major Gift Officer standards;
- develop and annually update strategic short-, mid-, and long-range plans for fundraising and related budgeting;
- report and record, via advancement software, significant information learned during visits with major donor prospects;
- lead fundraising integration with Dean's council, the advisory board and ambassadors of the Brubeck Institute, and related school advisory boards and volunteers;
- assist in the development and recruitment of the councils and boards;
- evaluate donor gift interests and capacities and use judgment to identify appropriate major and endowed gift opportunities as aligned with University needs and priorities;
- increase visibility of the Conservatory within the University, professional organizations, and community;
- participate in University and Conservatory events that involve and engage external constituents, explore philanthropic interests, discuss key fundraising priorities, and foster major gift support; and
- develop a Conservatory-wide culture that enhances the value of philanthropy and engagement.

## KEY COLLEAGUES



### **Burnie Atterbury**

#### **Vice President of University Development and Alumni Relations**

Burnie Atterbury joined Pacific in 2012 as the Vice President of University Development and Alumni Relations. Prior to coming to Pacific, he served as the Associate Vice President for Development at the University of San Francisco. Atterbury was responsible for major and planned giving, research, and stewardship. In 2011-12, he also served as Interim Vice President for Development. In that capacity he presided over dramatic improvements in major giving and annual giving. He oversaw a staff of 40 responsible for principal and major gifts, planned gifts, annual giving, corporate and foundation relations, alumni relations, advancement services, and events. Atterbury served in a variety of senior fundraising roles at USF since 2003, including Assistant Dean for Law Development and Senior Director of Major Gifts.

Atterbury currently oversees major gifts, planned giving, the Pacific Fund, corporation/foundation relations, the Pacific Alumni Association, and advancement services. He works closely with fundraising officers and the leadership in Pacific's eight schools, the College, and Intercollegiate Athletics. Prior to joining USF, Atterbury held positions in business development, marketing, and sales with SBC. He holds a bachelor's degree in history from California State University, Northridge.



### **Scott Biedermann**

#### **Associate Vice President, Development**

Scott Biedermann is the Associate Vice President for Development at University of the Pacific. He oversees the school and unit fundraising staff, principal giving, major giving, athletics fundraising, corporate and foundation relations departments, and campaign management, as well as working directly with the University President. Prior to this role, he was the Executive Director and Assistant Vice President for Development. Before Pacific, Biedermann had a successful career in K-12 education, first as an English teacher, and then as an administrator, leading the research and grant development department at a County Office of Education. Biedermann also is an adjunct professor at Modesto Junior College and Teachers College of San Joaquin and a doctoral student in Pacific's Educational Administration and Leadership program. Additionally, he is active in the community, serving on the board of the Great Valley Center and Visionary Homebuilders of California.



### **Peter Witte**

#### **Dean, Conservatory of Music**

Peter Witte serves as Dean of the Conservatory of Music and Professor of Music at the University of the Pacific, a position he began on July 1, 2017. From 2008-2017, Mr. Witte served as Dean of the Conservatory of Music and Dance at the University of Missouri-Kansas City. During his tenure in Kansas City, UMKC's Conservatory raised \$63M in pledges and gifts, increased the enrollment of students of color and international students by 45% over nine years, saw the number of degrees awarded rise 23% over the previous 8-year period, and launched its first

professional degree in jazz, housed in a newly crafted jazz studies area. Witte helped appoint more than 20 faculty and staff to the Conservatory and guided a renewal of its undergraduate curricula in ways that broadened students' education while saving many undergraduates, on average, \$11,000 in tuition over four years.

Mr. Witte has led performances in Carnegie Hall with the National Wind Ensemble and with the Atlanta Wind Symphony, with whom he served as Music Director for seven years. He began his career as an orchestral horn player with ensembles including the Atlanta Opera, the Toledo Symphony, the Windsor Symphony, and in summer festivals in Grand Tetons, and in Graz, Austria. Presently he serves on the boards of the PRISM Quartet, the California Symphony, the Stockton Symphony Orchestra, and with the National Association of Schools of Music, where he is Associate Chair of the Commission on Accreditation and a visiting evaluator.

Mr. Witte earned Bachelor of Music, Master of Music in performance, and Master of Music in conducting degrees from the University of Michigan, where he studied horn with Louis Stout, Lowell Greer, and Bryan Kennedy; musicianship with Marianne Ploger; and conducting with H. Robert Reynolds, who remains a particularly close mentor.

### **CANDIDATE QUALIFICATIONS AND QUALITIES**

The ideal candidate for the position of Assistant Dean for Development, Conservatory of Music should have

- progressively responsible management and leadership experience in higher education fundraising and campaigns;
- demonstrated knowledge and proven success in fundraising and campaigns;
- the ability to design and implement strategies for cultivation and solicitation of donor prospects;
- expertise and success with fundraising and national philanthropic best practices;
- traits of good judgment, confidentiality, and discretion in communicating with colleagues and constituents;
- demonstrated ability to write concept papers, proposals, grants, and reports;
- solid negotiation, public relations, and strategic planning skills;
- experience in goal setting, program coordination, and utilizing protocols for conducting meetings;
- excellent organization, presentation, public relations, marketing, and event management skills;
- the ability to develop and monitor budgets and schedules;
- the ability to work effectively with diverse constituencies;
- advanced knowledge of laws and regulations related to philanthropic gift standards and practices;
- resourcefulness in finding appropriate solutions to problems and demonstrated initiative in presenting alternatives and implementing solutions to ensure effective change;
- the ability to anticipate problems and take necessary action to eliminate or mitigate potential negative effects;

- the ability to be flexible in working independently as well as collaboratively with University Development, academic faculty, and staff to achieve defined goals for each academic unit;
- the initiative to organize and follow through with complex tasks to meet deadlines;
- the ability to lead, manage, motivate, and supervise staff and volunteers;
- understanding of academic, scholarship, and education functions and operating principles;
- outstanding verbal communication skills including excellent writing, editing, and proofreading skills; and
- a positive attitude, proven ability to work successfully with diverse populations, and demonstrated commitment to promote and enhance diversity and inclusion.

A Bachelor's Degree is required for this position as is seven years of fundraising experience including three years of major gift experience.

### **SALARY AND BENEFITS**

University of the Pacific offers a competitive benefits and compensation package.

### **LOCATION**

University of the Pacific is located in Stockton, California. The City of Stockton is ranked the 13<sup>th</sup> largest city in California and is the 4<sup>th</sup> largest city in the Central Valley. Stockton has a dynamic, multi-ethnic and multi-cultural population of more than 290,000 residents. Stockton has a variety of entertainment, cultural activities, and diversity to offer new residents. While also recognizing the ethnic diversity of Stockton, it is the home to the oldest Buddhist Temple in California.

Known as California's "Sunrise Seaport," the City of Stockton is located at the confluence of the San Joaquin River and the Delta Region waterways, allowing for ease of transportation of goods, or entertainment activities such as boating, skiing, and fishing. Moving westward Stockton is a 90 minute drive to San Francisco and is only a 40 minute drive from the BART (Bay Area Rapid Transit) station in Dublin, as well as being less than one-hour's drive from downtown Sacramento. Stockton offers close proximity to many other popular destinations such as Lake Tahoe, Yosemite National Park, the many wineries of Murphy's, and numerous ski resorts in the Motherload.

### **DIVERSITY AND INCLUSION**

University of the Pacific is an affirmative action and equal opportunity employer dedicated to workforce diversity. In compliance with applicable law and its own policy, Pacific is committed to recruiting and retaining a diverse faculty and staff and does not discriminate in its hiring of faculty and staff, or in the provision of its employment benefits to its faculty and staff on the basis of race, color, religion, national origin, ancestry, age, genetic information, sex/gender, marital status, veteran status, sexual orientation, medical condition, pregnancy, gender identity, gender expression or mental or physical disability.

## 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, contact Anne Johnson: [annejohnson@aspenleadershipgroup.com](mailto:annejohnson@aspenleadershipgroup.com).

*All inquiries will be held in confidence.*

