

ASPEN • LEADERSHIP • GROUP

ASSISTANT VICE PRESIDENT OF DEVELOPMENT

JOHN CARROLL UNIVERSITY

University Heights, Ohio

<http://sites.jcu.edu>



The Aspen Leadership Group is proud to partner with John Carroll University in the search for an Assistant Vice President of Development (AVP of Development).

Reporting to the Vice President for University Advancement, the Assistant Vice President of Development serves as a key leadership team member and actively participates in making strategic decisions affecting John Carroll University's fundraising initiatives. He or she will design and implement a comprehensive plan for developing key external alliances for philanthropic support. Leading a professional staff of approximately 15 in the areas of major and planned giving, and corporate and foundation giving, the Assistant Vice President of Development will be responsible for leading the development program to the next level of success.

The Assistant Vice of Development will support the University President and the Vice President for University Advancement in the cultivation and solicitation of major gifts in support of the University's Strategic Plan: *Promise and Prominence* as well as key philanthropic priorities. This individual will oversee day-to-day operations, staff management, and strategy development and implementation. The Assistant Vice President will work collaboratively with the University's integrated marketing and communications team in support of increasing annual giving (the Carroll Fund) through a variety of strategies including direct mail and social media solicitations, as well as personal visits. The AVP for Development will be responsible for managing their own portfolio of major donor prospects in the identification, cultivation, solicitation, and stewardship process.

Established in 1886, John Carroll University is a private, co-educational, Catholic Jesuit university providing programs in the liberal arts, sciences, and business at the undergraduate level and in select areas at the master's level. The University is located in University Heights, an eastern suburb of Cleveland, Ohio, and consists of two schools: The College of Arts and Sciences and the John and Mary Jo Boler School of Business. The University supports a full-time faculty of 193 and enrolls approximately 3,100 undergraduate and 500 graduate students.

True to its mission and vision, the University is dedicated to graduating individuals of intellect and character who lead and serve by engaging the world around them and around the globe. John Carroll University strives to create an environment committed to social justice, and an inclusive community where differing points of view and experiences are valued as opportunities for mutual learning.

REPORTING RELATIONSHIPS

The Assistant Vice President of Development reports to the Vice President for University Advancement.

PRINCIPAL OPPORTUNITIES

The University concluded a successful \$104 million *Forever Carroll Campaign* in September 2016, which engaged more than 13,679 donors including 600 at the major gift level. The Assistant Vice President of Development will be well positioned to build upon this success. Opportunities within the next few years include rebranding and expanding the annual fund, planned giving, parents campaign, faculty and staff campaign, and regional major gift activities. Due to investments in alumni relations and outreach the last few years, the University now has an engaged group of volunteers in 22 alumni chapters around the country willing to support philanthropic priorities and position the University for the next major campaign. The Assistant Vice President will play a leadership role in engaging these top volunteers as well as building on current success in raising \$18-20 million annually in support of targeted mini-campaigns in support of the University Strategic Plan: Promise and Prominence.

PRIMARY RESPONSIBILITIES

The Assistant Vice President of Development will

- serve as a key leadership team member and actively participate in making strategic decisions affecting John Carroll University's fundraising initiatives;
- design and implement a comprehensive plan for developing key external alliances for philanthropic support;
- lead a professional staff of 10-15 in the areas of corporate and foundation giving, major and planned giving, and prospect management and research, taking the development program to the next level of success;
- support the University President and the Vice President for University Advancement in the cultivation and solicitation of major gifts;
- oversee day-to-day operations, staff management, and strategy development and implementation;
- be responsible for planning, implementing, and managing a successful major fundraising campaign as well as planned and annual giving campaigns;
- work collaboratively with the University's integrated marketing and communications team in support of increasing annual giving (the Carroll Fund) through a variety of strategies including direct mail and social media solicitations, and personal visits;
- be responsible for managing his or her own portfolio of major donor prospects (approximately 125 donors) in the identification, cultivation, solicitation, and stewardship process;
- be able to lead, mentor, and evaluate development staff and programs to improve personal and team growth and performance, as well as strengthen the University's ability to achieve and sustain major gift fundraising;
- have excellent management, organization, and communication skills including the ability to set goals and priorities and implement policy decisions; and
- have the ability to develop trust and strong collaborative working relationships.

KEY COLLEAGUES



University President

Rev. Robert L. Niehoff, S.J.

Rev. Robert L. Niehoff, S.J. has served as the 24th president of John Carroll University in University Heights, Ohio, since August 2005. In May 2016, he became the longest serving president in JCU history. Fr. Niehoff has always worked in higher education, nonprofit organizations, or church and Jesuit community administration. He joined the Society of Jesus in 1972; earned his undergraduate degree at Gonzaga University; two master's degrees from the Jesuit School of Theology, Santa Clara University; an MBA at the University of Washington; and a Ph.D. in educational leadership at Gonzaga University. Fr. Niehoff is a member of the academic affairs and audit committees of Saint Louis University's Board of Trustees, having served on the Boards of Georgetown University, Regis and Wheeling Jesuit Universities. He currently serves on the board of directors for the Association of American Colleges and Universities, the Association of Jesuit Colleges and Universities, the New American Colleges & Universities, the Association of Catholic Colleges and Universities, and Ohio Campus Compact. He is a member of the Ohio Athletic Conference president's council and is also a member of the Association of Independent Colleges and Universities of Ohio and the Council of Independent Colleges. In Cleveland, he serves on the Catholic Community Connection board of directors and on the advisory board of Ohio Savings Bank, a division of New York Community Bank. He was also a member of the Class of 2009 for Leadership Cleveland.



Provost and Academic Vice President

Jeanne Colleran, Ph.D.

Dr. Jeanne Colleran was appointed provost and academic vice president in August 2014. She has been on the John Carroll faculty for 30 years. Her dedication to Jesuit education and care for John Carroll University students have had a profound influence on the University and our graduates. A professor of English and a native of Pittsburgh, PA, Dr. Colleran is a 1976 summa cum laude graduate of John Carroll, with an M.A. from Case Western Reserve University, and a Ph.D. from The Ohio State University. She is the only University faculty member to win all three of its major awards. Jeanne served both as chair of the English department and dean of the college of arts and sciences before taking on her current role as the chief academic officer for John Carroll.



Vice President for University Advancement

Doreen Knapp Riley

Doreen Knapp Riley was named vice president for university advancement in June 2007. She served as director of foundation programs at the Association of Governing Boards of Universities and Colleges (AGB) in Washington, D.C. from 2000-2007. Prior to that she was vice president of development for The Aspen Institute. She served as deputy director of the 1996 Olympic Village in Atlanta; director of management for the 1994 World Cup USA Soccer Tournament in Los Angeles; director of development for special gifts at Kent State University; and special assistant to the vice president of advancement at the University of Georgia. Ms. Riley holds an M.S. from the University of Georgia and a B.S. from The Ohio State.



**Dean of the College of Arts and Sciences
Margaret Farrar, Ph.D.**

Dr. Margaret Farrar is the dean of the college of arts and sciences. As the college's chief academic officer, she serves on the provost's council and the University Strategic Planning Group. Dr. Farrar most recently served as associate dean at Augustana College in Rock Island, IL from 2009-2014. She also served Augustana as a professor and chair of political science, teaching courses in political theory, U.S. Politics, and women's and gender studies. Dr. Farrar holds a doctorate in political science from the Pennsylvania State University.



**Dean of the School of Business
Alan Miciak, Ph.D.**

Dr. Alan Miciak is the dean of the John M. and Mary Jo Boler School of Business. He is also a tenured professor of Marketing. Dr. Miciak was previously a professor of marketing at Duquesne University and served as dean of Duquesne's Palumbo and Donahue School of Business (2005-2014). He earned his MBA at the University of Toledo and received his Doctor of Philosophy degree from the Graduate School of Management at Kent State University.

CANDIDATE QUALIFICATIONS AND QUALITIES

The Assistant Vice President of Development must be able to lead, mentor, and evaluate development staff and programs to improve personal and team growth and performance, as well as strengthen the University's ability to achieve and sustain major gift fundraising. The AVP must have excellent management, organizational, and communication skills including the ability to set goals and priorities and implement policy decisions. The ability to develop trust and strong collaborative working relationships are required.

The ideal candidate will also have

- demonstrated experience with major gifts and capital campaigns;
- demonstrated philanthropic values and a commitment to service;
- superior written and oral communication skills, exceptional interpersonal skills, and the ability to work collaboratively with all levels of staff, volunteers, donors, and prospective donors;
- outstanding organizational skills and the ability to manage multiple tasks simultaneously;
- computer proficiency, professional demeanor, a strong work ethic, enthusiasm, and confidence;
- demonstrated ability to speak and write persuasively about higher education and a deep understanding and appreciation of the Jesuit Catholic tradition;
- commitment to diversity, inclusiveness, and teamwork;
- ability to travel around the region and to other areas of the country; and
- knowledge of John Carroll University and the ability to develop strong relationships with institutional benefactors and University leadership.

A bachelor's degree is required for this position as is at least ten years of major gift fundraising experience that includes campaign planning and execution, preferably in a higher education setting.

SALARY & BENEFITS

John Carroll University offers a competitive benefits and compensation package.

LOCATION

This position is located in University Heights, Ohio, an attractive residential suburb 10 miles east of downtown Cleveland. Located on the shores of Lake Erie, Cleveland is the heart of a thriving metropolitan area. Home to the Cleveland Orchestra, the Cleveland Museum of Art, the Rock and Roll Hall of Fame and Museum, a number of theatre ensembles, including the Cleveland Play House and Great Lakes Shakespeare Festival, dance companies, and a thriving film scene, Cleveland is a cultural magnet. Its lively theatre district at Playhouse Square is the country's largest performing arts complex outside of New York City. Cleveland is also a sports town, with Major League Baseball (The Cleveland Indians), NFL Football (the Cleveland Browns), and NBA Basketball (the Cleveland Cavaliers). Cleveland has the largest city park system in the United States and offers picnicking, hiking, bike trails, horseback riding, and winter sports.

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, please contact Shelley Semmler: shelleysemmler@aspenleadershipgroup.com.

All inquiries will be held in confidence.

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