

# ASPEN • LEADERSHIP • GROUP

ASSOCIATE DEAN FOR ADVANCEMENT  
COLLEGE OF ENGINEERING  
CARNEGIE MELLON UNIVERSITY  
Pittsburgh, Pennsylvania  
<http://cmu.edu>



The Aspen Leadership Group is proud to partner with Carnegie Mellon University in its search for an experienced advancement executive to be its next Associate Dean for Advancement for the College of Engineering. The successful candidate will accelerate CMU's continued ascent in the ranks of the world's great universities. As CMU looks to grow its advancement program, this leader will join the University Advancement management team as CMU strives to elevate its advancement program ahead of a comprehensive campaign.

The Associate Dean for Advancement will manage advancement staff assigned to the College of Engineering, create a portfolio of prospects, and will execute cultivation and solicitation strategies for these prospects while developing a strategic advancement vision for the College.

## ABOUT CARNEGIE MELLON UNIVERSITY

It is an exciting time to join the Carnegie Mellon community. Founded in 1900 by Andrew Carnegie, the institution has soared to national and international leadership in higher education and research, especially since 1967 when the Carnegie Institute of Technology merged with the Mellon Institute for Industrial Research to form Carnegie Mellon University. A birthplace of innovation since its founding, it continues to be known for creativity, solutions to real-world problems, and interdisciplinary collaboration. Its alumni have earned distinction around the globe — from Nobel-Prize recipients to Tony-Award winners, from Wall Street CEOs to Silicon Valley entrepreneurs, and from groundbreaking educators to pioneering researchers.

Carnegie Mellon is a highly regarded global research university, ranking 23rd in the world according to the *Times Higher Education* World University Rankings. For more than a decade, CMU has consistently ranked among the top 25 universities in the *U.S. News and World Report* rankings.

The university's primary educational goal remains the cultivation of deep expertise within each student's chosen field. To excel in the 21st century, students must have the ability to recognize, frame, and address complex problems; the capacity to combine reflection with appropriate action; the ability to communicate effectively; the skill to work productively with diverse collaborators; the motivation to work within and contribute to professional and social networks; an understanding of the importance of physical and

emotional wellness, including a balance between professional and personal activities; and the drive to learn continuously throughout their lives and careers. These are all educational values across the university.

Beyond its Pittsburgh campus, Carnegie Mellon University's global presence includes campuses in Silicon Valley and Qatar, and degree-granting locations in Los Angeles, New York City, Washington, D.C., Australia, Portugal, and Rwanda, as well as numerous other research educational partnerships around the world. The College of Engineering is the primary academic program in many of these locations.

The College of Engineering consistently ranks nationally among the top ten engineering programs in the U.S., and along with the rest of the CMU community has been a significant player in Pittsburgh's transformation into one of the country's hubs for technology entrepreneurship and innovation.

The Associate Dean for Advancement in the College of Engineering will join Carnegie Mellon at an important moment in the life of both the university and the Advancement division. Following CMU's successful *Inspire Innovation* campaign, which ended in 2013 and raised \$1.2 billion, the university has continued to surpass previous fundraising milestones, including receiving its two largest corporate gifts ever and significant growth in gifts from outside the U.S. In the four years since the last campaign, CMU has raised \$650 million in private philanthropic support.

Interim President Farnam Jahanian, a prominent computer scientist and engineer, is strongly committed to leading the fundraising and alumni relations efforts and to working closely with the deans and other academic leaders to provide sustained momentum to advancement activities. The upcoming campaign will highlight the many ways in which CMU's distinctive place at the intersection of technology and humanity continues to make essential contributions to engineering, science, and the arts.

### **ABOUT THE COLLEGE OF ENGINEERING**

The College of Engineering is one of the most highly ranked engineering schools in the world, renowned for its commitment to cross-disciplinary collaboration in research and education. Its acclaimed engineering faculty yield transformative results that drive the intellectual and economic vitality of our community, nation, and planet.

The College offers graduate and undergraduate degree programs in biomedical engineering, chemical engineering, civil and environmental engineering, electrical and computer engineering, engineering and public policy, materials science and engineering, and mechanical engineering. It offers a range of master's degrees in specialized areas, including information networking; engineering and technology innovation management; and energy science, technology, and policy. The school values both breadth and depth in education, with students encouraged to understand the context and impact of engineering decisions. The school's Maker Ecosystem brings together faculty and students from many disciplines to create, physically realize, and evaluate engineering ideas. There are also many rich research collaborations across CMU, especially with colleagues and students in the School of Computer Science and the Mellon College of Science, linking engineers to the expansion of basic discovery as well as the development of problem-solving technologies.

Graduates of CMU engineering programs are leaders in industry, government, and academia; its global network of alumni is changing what it means to be an engineer in the world. By using an authentic interdisciplinary approach to problem-solving that is the signature of Carnegie Mellon, CMU engineers are making an impact every day.

Under the leadership of Dean James Garrett, Jr., a civil engineer, the school has added to its record of achievement, including opening a new engineering laboratory building, construction of a new “Maker Wing,” and reaching research milestones in fields such as electrical and computer engineering, energy, and advanced manufacturing. The College of Engineering has 210 faculty, 1,800 undergraduates, 1,300 master’s students, and 680 doctoral students. Its class entering in the fall of 2017 is 43 percent women, more than twice the national average for women enrolled in STEM fields. Approximately one-third of CMU’s alumni have a degree from the College of Engineering.

### **REPORTING RELATIONSHIPS**

The Associate Dean for Advancement will report directly to the Dean of Engineering, with a dotted reporting line to the Associate Vice President for College Development and University Initiatives.

### **PRIMARY RESPONSIBILITIES**

The Associate Dean for Advancement will

- provide leadership and management of the direction, planning, and execution of fundraising and alumni relations activities for the College of Engineering;
- serve as a senior member of the Dean’s management team to create and implement a comprehensive fundraising and alumni relations strategy;
- identify and articulate fundraising priorities for the College of Engineering in support of strategic objectives;
- set the strategy for and support the Dean’s and senior faculty members’ development activity;
- set strategy for recruitment and engagement of the College of Engineering Dean’s Advocacy Council, comprised of alumni and corporate leaders;
- coordinate with colleagues in corporate relations, foundation relations, and other gift officers across the university in fundraising activities that lead to increased investment;
- collaborate with University Advancement departments, including donor relations, campaign planning team, alumni relations, and advancement services;
- report on the results of all advancement activities related to the College of Engineering;
- personally manage a portfolio of donors and prospects for the College of Engineering;
- manage the college’s database of donors and prospects;
- develop and manage a department budget to support advancement activities;
- lead, coach, and evaluate the performance of direct reports; and
- help maximize effectiveness across all levels of the organization through other duties as assigned.

### **CANDIDATE QUALIFICATIONS AND QUALITIES**

The ideal candidate for the Associate Dean for Advancement position will have

- advanced knowledge of major gift fundraising and capital campaigns;
- demonstrated success in developing and managing relationships with deans, volunteer leadership, and major donors and prospects;
- strong supervisory, coaching, and mentoring skills;
- staff and program management experience;
- cultural sensitivity in interacting with a diverse alumni population, both domestically and internationally;
- in-depth knowledge of organizational governance, administration, and operations;

- the ability to initiate, analyze, monitor, evaluate, and alter strategic development plans and achieve revenue results;
- excellent writing, analytical, and organizational skills;
- excellent interpersonal skills and a commitment to collaboration;
- energy, self-motivation, flexibility, and adaptability;
- a smart sense of humor; and
- a commitment to Carnegie Mellon University's mission.

A bachelor's degree is required for this position. A master's degree or equivalent combination of training and experience is preferred. At least ten years of progressively responsible development experience is required, with at least five of those years spent in management. Experience in a campaign environment is desirable.

### **SALARY AND BENEFITS**

Carnegie Mellon University is an EEO/AA employer and offers a diverse environment with a competitive compensation and flexible benefits package, including a generous retirement plan, tuition remission, and paid-time-off policy, as well as many professional development, health, and wellness opportunities.

### **LOCATION**

CMU is based in the vibrant city of Pittsburgh, Pennsylvania, consistently ranked among the most livable cities in the U.S. Pittsburgh continues to place high on many "best of" lists, including "The Top 10 Cities You Should Consider Moving to in 2016" by the *Huffington Post*. Situated at the intersection of three rivers, with mountains and lakes nearby, Pittsburgh was recognized as the 7th best city for an active lifestyle by *WalletHub* in 2017. And *Zagat* has named the city the No. 1 food city in America. Pittsburgh has the environment, the rich cultural and culinary landscape, the vigorous sports scene (home of the Penguins, back-to-back Stanley Cup Champions), and the affordability to make living here enticing to many.

### **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 position has been filled.

To nominate a candidate, contact Tim Child at [timchild@aspenleadershipgroup.com](mailto:timchild@aspenleadershipgroup.com) or Greg Duyck at [gregduyck@aspenleadershipgroup.com](mailto:gregduyck@aspenleadershipgroup.com).

*Enhancing diversity at Carnegie Mellon is one of the top priorities of the university. It has been included as a major focus in the university's strategic plan. The research, educational experience, and campus life at Carnegie Mellon are significantly enhanced when faculty, staff, and student body are diverse. Race, gender, religion, socio-economics, sexual orientation and gender identity, disability, veteran status, national origin, and ethnicity are some of the many dimensions of diversity that are valued.*

## UNIVERSITY LEADERSHIP



**James H. Garrett, Jr, P.E.**  
**Dean, College of Engineering**

Jim Garrett was appointed dean of the College of Engineering at Carnegie Mellon University in 2013. Dean Garrett also holds the Thomas Lord Professorship of Civil and Environmental Engineering. Prior to becoming dean, he was head of Carnegie Mellon's Department of Civil and Environmental Engineering from June 2006 to December 2012.

Dean Garrett is a founding co-director of the Smart Infrastructure Institute (formerly the Pennsylvania Smarter Infrastructure Incubator), a research center aimed at creating and evaluating sensing, data analytics, and intelligent decision support for improving the construction, management, and operation of infrastructure systems.

He served as co-chief editor of the ASCE Journal of Computing in Civil Engineering from 2008 – 2013. His research and teaching interests are oriented toward applications of sensors and sensor systems to civil infrastructure condition assessment; application of data mining and machine-learning techniques for infrastructure management problems in civil and environmental engineering; mobile hardware/software systems for field applications; representations and processing strategies to support the usage of engineering codes, standards, and specifications; and knowledge-based decision support systems. Dean Garrett has published over 250 journal articles, conference papers, and monograph/book chapters related to his research.

Dean Garrett received his bachelor's degree, master's degree, and Ph.D. in civil engineering from Carnegie Mellon.



**Scott M. Mory**  
**Vice President for University Advancement**

Scott Mory is Carnegie Mellon University's vice president for university advancement. He is responsible for overseeing the university's overall advancement efforts and for building partnerships with all of CMU's philanthropic and volunteer communities, including university alumni, parents, and friends; charitable foundations; and corporate donors.

Prior to joining CMU, Mory served as associate senior vice president and campaign director at the University of Southern California, managing the day-to-day activities of the Campaign for USC, an historic effort to raise \$6 billion. He joined USC in 2007 as associate senior vice president for alumni relations, a position he held until his promotion to campaign director in 2012.

Prior to USC, Mory served as assistant vice president for alumni relations and annual giving at The George Washington University. He also was an adjunct professor in the university's law school, teaching a first-year course on legal research, writing, and oral advocacy.

Mory's previous professional experience includes clerking for the Hon. John Garrett Penn of the U.S. District Court for the District of Columbia and practicing as a litigation associate at the New York office of Cahill Gordon & Reindel LLP. He holds a bachelor's degree from The George Washington University and a doctor of jurisprudence from The George Washington University Law School.

**Matt Weinstein****Associate Vice President for College Development and University Initiatives**

Matt Weinstein is the associate vice president for college development and university initiatives at Carnegie Mellon University. He is the primary liaison to all of the college and school-based advancement programs, providing leadership and coordination with the central office of university advancement. In addition, Matt leads the university initiatives team, responsible for developing and executing fundraising strategies for donors interested in supporting key strategic academic and university-wide initiatives, including athletics, student affairs, and the library.

Matt has 20 years of development experience, primarily in higher education. Before joining university advancement at CMU, he spent 13 years at the University of Pittsburgh, holding numerous positions within institutional advancement, most recently as the senior executive director of development and alumni relations for the Swanson School of Engineering, helping Pitt successfully complete its \$2 billion campaign. Before coming to Pittsburgh, he was a development officer for both Brandeis University and Muhlenberg College.

Matt earned his Ph.D. in political science at the University of Pittsburgh and has degrees from Lehigh University and Clark University, and a certificate from the London School of Economics. He is originally from the San Francisco Bay area and now lives in the Squirrel Hill neighborhood of Pittsburgh with his wife, Marcie, and two children, Nate and Abby.

*All inquiries will be held in confidence.*

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