



**EXECUTIVE DIRECTOR, ADVANCEMENT SERVICES FOR
STRATEGIC INFORMATION MANAGEMENT
THE CATHOLIC UNIVERSITY OF AMERICA
Washington, District of Columbia**

<http://www.cua.edu>



The Aspen Leadership Group is proud to partner with The Catholic University of America in the search for an Executive Director, Advancement Services for Strategic Information Management.

The Executive Director, Advancement Services for Strategic Information Management will be responsible for the overall leadership and direction of Information Technology (IT) needs for the Division of University Advancement and will oversee the development of a comprehensive program to support the rapidly growing fundraising operation at The Catholic University of America, in support of its capital campaign. The Executive Director will be responsible for determining, implementing, and managing strategic direction for University Advancement's IT needs, including data analytics, technology adaptation, and reporting. The successful candidate will oversee the management of the entire advancement database, including all data management and software development applications and the creation of a comprehensive relationship management system and the data infrastructure, analysis, and reports needed to support advancement staff and the university's academic and volunteer partners. The Executive Director will supervise the Senior Director of Advancement IT and hire additional professionals in data analytics and reporting as needed to provide the best business solutions for the division.

The successful candidate will serve as a visible leader and manager, evaluating operations, analyzing data and information, and recommending solutions to help achieve strategic divisional and institutional goals. The Executive Director will closely collaborate with colleagues in schools and units as well as alumni relations and annual giving to ensure that University Advancement resources are used effectively to build a culture of increased philanthropy and volunteer leadership across the university.

The Catholic University of America, a national research university in the heart of the nation's capital, is unique among universities in the United States, even among Catholic universities. Founded by the Catholic bishops of the United States to be the national university of the Catholic Church in America, Catholic University has lived out its mission to discover and impart the truth through excellence in teaching and research for over 130 years. The university's scientists, engineers, nurses, philosophers, theologians, historians, architects, social workers, musicians, artists, and scholars in all fields embrace both reason and faith as they apply the inexhaustible resources of the Catholic intellectual tradition to help solve the problems of contemporary life and enrich the culture around us. Dedicated to advancing the dialogue between faith and reason, The Catholic University of America seeks to discover and impart the truth through excellence in teaching and research, all in service to the Church, the nation, and the world.

REPORTING RELATIONSHIPS

The Executive Director, Advancement Services for Strategic Information Management will report to the Associate Vice President for Advancement Services and Administration.

PRINCIPAL OPPORTUNITIES

The Catholic University of America, founded in 1887 by the U.S. Catholic bishops with the support of Pope Leo XIII, serves as the (one and only) national university of the Catholic Church in the United States. Catholic University is in year three of its first ever comprehensive campaign.

The Executive Director, Advancement Services for Strategic Information Management will serve as a leader on the Advancement Services team, reporting to Associate Vice President for Advancement Services and Administration Deborah Brown.

The successful candidate will have the opportunity to design and implement a plan to use data, analytics, and reporting to guide the campaign's strategic direction. Catholic University Advancement has recently adopted The Raiser's Edge to manage its 225,000 records. The Executive Director will have resources to implement a comprehensive data strategy using traditional and nontraditional platforms, and tools to meet the analytics and reporting needs of the campaign. The successful candidate will mentor a talented Senior Director and build a team to meet the demands of the campaign over the next four years. The Executive Director will enjoy a highly collaborative entrepreneurial environment that encourages cross-team and cross-divisional work.

University Advancement is considered a critical force in the life of the university and is the beneficiary of a significant financial investment to support future growth. During Vice President Scott Rembold's tenure, annual philanthropic investment has doubled, with \$56 million, \$60 million, and \$64 million raised in the last three years.

PRIMARY RESPONSIBILITIES

The Executive Director, Advancement Services for Strategic Information Management will

- lead and coordinate all activities in the areas of database administration, constituent records, reporting and documentation, and related technology support, ensuring that all systems and business practices effectively support the Office of University Advancement and its internal and external constituents;
- hire, coach, and manage a team of IT professionals;
- reallocate positions or add staff over time as needed in order to improve the efficiency and productivity of the operation;
- develop staff competencies and manage budget resources;
- analyze current and emerging trends in IT solutions for University Advancement and provide strategic approaches to improve the university's current and future University Advancement activities;
- develop and implement plans to improve the effectiveness of current systems including software solutions as well as business practices, with an early focus on gift officer

- portfolio analysis and analytics as well as reporting and analysis for school-based officers as key priorities;
- develop innovative IT solutions to impediments that hinder the effectiveness of the fundraising operation;
 - build a suite of reports to help University Advancement and academic leaders manage business intelligence;
 - create user-friendly interfaces that support effective and timely end user data entry and retrieval;
 - serve as project leader in prospect analytics work with the prospect research team;
 - guide the prospect research team on the effective utilization of prospect modeling systems and meaningful use of business intelligence in proactive prospecting work;
 - partner with the university's Office of Technology Services and specifically with Enterprise solutions and manage the university's Raiser's Edge and iModules and other external vendor partner relationships;
 - work with the Associate Vice President for Advancement Services and Administration and the Vice President for University Advancement and his cabinet to create data-driven solutions that will advance the effectiveness of the division;
 - at the request of the Associate Vice President for Advancement Services and Administration and Vice President for University Advancement, serve on division-wide leadership committees;
 - evaluate and implement efficiencies in data maintenance and gift processing;
 - establish policies and procedures for use of the University Advancement database and standards and practices for reporting and data requests, in order to improve delivery and customer service of the Advancement Services unit;
 - serve as a coaching partner to gift officers to support accurate and timely database usage; and
 - recommend innovative short- and long-term solutions to the Advancement Leadership team that will contribute to increased efficiency, accuracy, and access to meaningful data.

KEY COLLEAGUES



Scott Rembold
Vice President for University Advancement

Scott oversees all efforts to engage alumni, parents, business leaders, corporations, foundations, and organizations as partners in support of the university, its twelve schools, and programs. Scott manages the offices of alumni relations, corporate and foundation relations, planned giving, the Fund for Catholic University, stewardship, the parents fund, reunions, and advancement services to secure funding across the institution. Scott's team is responsible for all fundraising efforts on behalf of the university including the national collection and works closely with the University Board of Trustees and members of school-based advisory boards.

Prior to joining The Catholic University of America, Rembold spent 13 years at Johns Hopkins University; eight as the Associate Vice President for Development and Alumni Relations and prior to that as the Associate Dean for Development and Alumni Relations at JHU's Paul H. Nitze School of Advanced International Studies (SAIS). His previous advancement experience includes

assignments as Director of Development at the George Washington University, Director of Annual Giving at Arizona State University and as a university fundraising consultant with the Pacific Group, based in Los Angeles.

Rembold earned a B.A. in political science and communications from Wake Forest University and a master's degree in higher education leadership from the George Washington University.



Deborah Brown

Associate Vice President for Advancement Services and Administration

Deborah joined the Catholic University Advancement team in June 2016. Deborah is responsible for directing and integrating all functions in the Department of Advancement Services that are essential to the execution of the university's fundraising, volunteer engagement, and campaign management efforts. Deborah serves as the administration leader for University Advancement, managing budget, reporting, liaison to Finance, human resources, and recruitment. A visible leader-manager, Deborah evaluates operations, analyzes data and information, and recommends solutions to help achieve strategic division and institutional goals. Prior to her new appointment, Deborah served as Vice President of Philanthropy services at MedStar Health, a 10-hospital system headquartered in Columbia, Maryland. She has also served in a series of leadership roles at Children's National Health System, and Johns Hopkins Medicine. Deborah earned a B.A. in history from the University of Maryland, College Park, in 1987, and an M.A. in teaching from John Hopkins University in 2005.



Bill Warren

Associate Vice President for University Advancement and Campaign Director

Bill provides management oversight of the University Advancement office in several key areas, including campaign leadership, corporate and foundation relations, and University Advancement communications. He supervises gift officers in the Schools of Arts and Sciences, Theology and Religious Studies, and the Catholic Arts. Bill joined the Catholic University Advancement team in April 2016. Prior to joining the university community, Bill served as Vice President of Development for the National Geographic Society. Before joining National Geographic, he served in development communications and foundation relations with the National Trust for Historic Preservation and the YWCA of the National Capital Area. Early in his career, Bill served in annual giving at his alma mater, Johns Hopkins University in Baltimore, and at the Maret School in Washington, D.C. Bill received his B.A. in psychology from Johns Hopkins in 1994.



Greg Naleski

Associate Vice President for University Advancement

Greg joined the Catholic University Advancement team in 2016. Greg serves as Associate Vice President for University Advancement, leading the fundraising teams for the Schools of Architecture, Engineering, Nursing, Philosophy, and Athletics. Greg also directly oversees fundraising for Canon Law, the Metropolitan School of Professional Studies, and Parents' Giving.

Prior to joining Catholic University, Greg served as Chief Development Officer for the Washington Jesuit Academy, a tuition-free middle school that provides a high quality and comprehensive education to boys from low-income communities. Prior to his service at the Washington Jesuit Academy, Greg served as a Vice President for External Affairs for KIPP DC and the Nativity Miguel Network of Schools. It is through his passion for education and service to low-income communities that he has been able to raise awareness of and funding for institutions that share his commitment. He began his fundraising career as a gift officer and director of advancement for both Loyola Blakefield High School and Georgetown Preparatory High School, respectively. Greg has a B.S. in Biology from Loyola University in Maryland.



Andrea Trisciuzzi

Senior Associate Vice President for Principal Gifts

Andrea Trisciuzzi joined the Catholic University Advancement team in 2018. Andrea is responsible for coordinating efforts to identify, engage, cultivate, and steward mid-seven-figure and higher prospect relationships. In the role, Andrea assists in strategy development in partnership with schools and departments to support high quality principal proposal development as well as managing her own portfolio of principal prospect relationships, staffing the President and other academic leaders as needed. Prior to joining the Catholic University team, Andrea served as Vice President for Advancement at Washington College. Earlier in her career, Andrea served for seven years as Associate Dean of the Peabody Conservatory. Her previous leadership positions include Vice President of Advancement at Notre Dame of Maryland University and Associate Vice President and Campaign Director at St. Bonaventure University. She earned her B.A. in Art History from Brown University and a B.F.A. in Music, from SUNY Purchase.

CANDIDATE QUALIFICATIONS AND QUALITIES

The successful candidate for the position of Executive Director, Advancement Services for Strategic Information Management should have

- demonstrated experience in managing data analytics functions of complex organizations;
- experience in developing work policies that govern the use of advancement systems;
- similar experience with management oversight of a team of IT professionals;
- experience with administration functions within a complex university environment including budget oversight and management (required);
- comfort and extensive experience integrating information from diverse sources;
- material, demonstrated hands-on experience managing an Enterprise-class advancement solution, managing relational databases, designing and writing complex reports, and implementing data integrations from multiple sources (required);
- familiarity with Blackbaud products, alumni and donor database software (preferred);
- strong interpersonal and communication skills;
- an ability to prioritize work and general office procedures;
- strong analytical, research, writing, and organizational skills;
- attention to detail, accuracy, and the ability to maintain confidentiality; and
- experience supporting the IT needs of a development/advancement operation within a university environment (preferred).

A bachelor's degree is required for this position as is a minimum of seven years of demonstrated experience in IT solutions and applications development and at least ten years of experience in software programming.

SALARY & BENEFITS

The Catholic University of America offers a competitive salary and benefits package.

LOCATION

The beautiful 179-acre Catholic University campus is located in the heart of Washington D.C. in the flourishing Brookland District with easy access to the metro system, including a dedicated campus metro stop. The university recently completed construction of a major mixed-use development known as Monroe Street Market along the southern edge of the campus, providing market rate housing, vibrant retail, and dining options for the entire Brookland Community.

DIVERSITY AND INCLUSION

The Catholic University of America is an Affirmative Action/Equal Opportunity institution and welcomes applications from women, minorities, Vietnam era veterans, and people with disabilities. All employees must be able to affirm and support the mission of the University in performing their duties. The University has the prerogative to prefer applicants of the Catholic faith.

APPLICATION INSTRUCTIONS

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, please contact Susan Faraone:
susanfaraone@aspenleadershipgroup.com.

All inquiries will be held in confidence.

