



ASSOCIATE VICE PRESIDENT OF ADVANCEMENT

[ADELPHI UNIVERSITY](#)

Garden City, New York



The Aspen Leadership Group is proud to partner with Adelphi University in the search for an Associate Vice President of Advancement.

The Associate Vice President of Advancement will be responsible for the oversight and execution of major and planned giving, leadership giving, foundation and corporate relations, advancement services, prospect research and management, and donor relations. The Associate Vice President will maintain a personal portfolio of major donors and prospects while bringing strategic vision and discipline to the leadership, major, and planned giving programs. The Associate Vice President will supervise a team of gift officers and drive effective performance, including developing and implementing best practices and systems in advancement and promoting excellence in all aspects of advancement's work.

In partnership with the Vice President, the Associate Vice President will oversee campaign operations that align with [Momentum 2: The Strategic Plan for Adelphi University 2022-2027](#). This will include developing compelling fundraising campaigns that inspire donors; prioritizing the work of gift officers to focus on campaign goals and objectives; developing foundational reporting capabilities to track progress toward goal; and being a relentless advocate for the team and University. The Associate Vice President will supervise and work closely with the Executive Director of Advancement Services on the development of a comprehensive prospect research and management operation that effectively identifies, prioritizes, and assigns leadership, major, and planned giving donors and prospects for the campaign.

Once considered New York's best-kept secret, the Adelphi University of today is a modern metropolitan university dedicated to student success and individualized learning. Founded in 1896, it was the first private, coeducational university on Long Island. With a main campus in Garden City, the University hosts learning hubs in Manhattan, Hudson Valley, Suffolk County, and online that provide educational opportunities for over 7,000 students from 44 states and 65 countries. Adelphi is a thriving community made up of eight schools and colleges offering more than 200 programs taught by world-class faculty. With an 11-to-1 student to faculty ratio, students benefit from a personalized approach to their education.

The University continues to grow and invest in its students at a time when many institutions around the country have been reducing faculty numbers and spending. It has expanded faculty numbers and invested millions of dollars in infrastructure. Facilities have been upgraded, classrooms and labs have been fitted with state-of-the-art equipment, and music spaces have been enhanced. It also has taken on an ambitious campus expansion project that resulted in the Adele and Herbert J. Klapper Center for Fine Arts; the Center for Recreation and Sports; the Performing Arts Center; the Alice Brown Early Learning Center; and a complete renovation of the existing Woodruff Hall with a modern exercise room, pool, teaching gym, and classroom. This significant investment in the people and places of Adelphi University allows students and faculty to thrive and contribute significantly to their disciplines.

The Adelphi Panthers compete at the NCAA Division II level as a member of the Northeast-10 Conference. They have won 18 NCAA Division II National Championships in three different sports—men’s lacrosse, women’s lacrosse, and men’s soccer. Adelphi also boasts several individual national championships in track and field. And with nearly 118,000 alumni living and working around the world, the Adelphi Alumni network is incredible.

Adelphi University is guided by its mission to transform the lives of all students by creating a distinctive environment of intellectual rigor, research, creativity, and deep community engagement across four core areas of focus: arts and humanities, STEM and social sciences, the professions, and health and wellness. To continue on the path of achieving its mission, the University launched *Momentum 2*, a second, 5-year strategic plan, in June of 2022 with goals of achieving academic distinction in the four core areas, becoming a more inclusive and connected community, and smart growth.

U.S. News & World Report has ranked Adelphi a best college among national universities for four years in a row. The publication also named the University among the best colleges for veterans, best value school, and top performer on social mobility. In the 2023 ranking, the Nursing Program, Nursing Master’s Program, and Graduate Social Work Program were all ranked in the top 200 among 2,000 programs in the United States. Adelphi has been recognized by Phi Theta Kappa as one of the most accommodating four-year institutions for community college transfer students for the past six years and is featured in the *Fiske Guide to Colleges 2022* as one of the best and most interesting colleges in the country. In 2020, Adelphi won the John L. Blackburn Exemplary Models Award from the American Association of University Administrators for their innovative *Prep for Success* program and was named a *Career Development College of Distinction* for 2022-23. Proud of its commitment to improving the lives of all students, Adelphi University has consistently received the INSIGHT Into Diversity Higher Education Excellence in Diversity (HEED) Award, which is given to the top 90 colleges and universities with an outstanding commitment to diversity and inclusion. And it was honored with a perfect five-star rating from *Campus Pride Index* in 2022 for its support and initiatives for the LGBTQIA+ community. In recent years, faculty members have been recognized as Fulbright and Hartford Scholars, and have received funding from the National Endowment for the Humanities, the National Institutes of Health, and the National Science Foundation. And the School of Social Work is accredited for the maximum time that the accrediting agency grants, having been granted reaccreditation with no recommendations for improvement from the Council on Social Work Education. Adelphi’s commitment to academic excellence is demonstrated by having three students earn Fulbright scholarships in one year. As the list continues to grow each year, Adelphi University lives up to its mission of transforming the lives of all students.

REPORTING RELATIONSHIPS

The Associate Vice President of Advancement will report to the Vice President of University Advancement and External Relations, Dr. Thomas Kline. The Associate Vice President will serve as a member of the Advancement and External Relations Senior Management Team and will oversee a team of approximately 11 staff.

FROM THE VICE PRESIDENT

Thank you for your interest in the position of Associate Vice President of Advancement. For more than 125 years, Adelphi has been an engine for social mobility and growth in our region, and we are laying plans to accelerate this mission for the next 125 years.

The successful candidate will be joining my team at an extremely exciting time as we prepare to launch a comprehensive campaign within the next two years. We have ambitious goals, strategic plans to achieve them, and wind in our sails: we raised more than \$10 million this past fiscal year, a record for Adelphi.

I arrived at Adelphi in the fall of 2021 and was drawn by the incredible opportunity to build and grow this friend- and fund-raising operation. Adelphi annually enrolls more than 7,000 students and boasts 118,000 alumni, which provides scale upon which to build a robust advancement unit.

Finally, I would add that being situated in Garden City and in close proximity to Manhattan provides incredible opportunities both professionally and personally. My family and I have fully enjoyed all this area has to offer—especially its beaches, sporting events, educational programs, and cultural activities.

I hope you consider joining my team and the Adelphi family, and I invite you to learn more or apply.

—Thomas Kline, Ed.D., Vice President of University Advancement and External Relations

ADELPHI UNIVERSITY'S COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND ANTI-RACISM

To remain relevant to the staff, faculty, and students they serve, colleges and universities must reflect the changing demographics of the population and the growing globalization of society. Diversity is an affirmation of the richness of human differences, ideas, and beliefs. Advancing diversity in the context of higher education involves promoting a climate of intercultural awareness and respect; engaging the curriculum to appreciate the depth and breadth of diverse thoughts and perspectives; and actively seeking a diverse student body, faculty, and staff in the composition of the university.

Diversity encompasses the range of human differences that includes age, gender, race, ethnicity, physical and mental ability, and sexual orientation as well as the invisible differences such as religion, nationality, socioeconomic status, belief-systems, thought-styles, military experience, and education. Adelphi University values and supports diversity to ensure that it is the model for a socially just and inclusive institution.

Historically, Adelphi has committed to advancing diversity in past and current strategic plans. In *Momentum 2: The Strategic Plan for Adelphi University 2022-2027*, this commitment is reinforced through Transformational Goal #3: Establish Adelphi as a Model of Diversity and Inclusion. *Adelphi will garner national recognition as a community that values and includes every person. All students, faculty, and staff members will feel safe, engaged, and supported. The community's broad spectrum of perspectives and relationships will enhance the lives of everyone who comes to the University.*

PRIMARY RESPONSIBILITIES

The Associate Vice President of Advancement will

- build, sustain, encourage, and support productive relationships with colleagues in advancement, external relations and across the University, ensuring the entire community is working toward a common goal;
- personally manage a portfolio of 40-50 major gift prospects and make approximately 75 visits annually, developing and implementing detailed cultivation and solicitation strategies in collaboration with the Vice President, academic leaders, and advancement officers;

- provide leadership and vision for the execution of the University's comprehensive major and planned giving program, with particular focus on rigor at the \$25,000+ level (major gifts) and \$1M+ level (principal gifts);
- direct campaign fundraising efforts, working with the Vice President and campus leaders to set fundraising goals based on *Momentum 2*;
- prepare and deliver reports on campaign progress toward goals;
- develop an integrated leadership giving program for donors at the \$1K-24,999 level that effectively builds the pipeline of future major giving prospects;
- oversee the development of a robust planned giving program and significantly grow the pipeline of documented planned gifts;
- grow awareness of planned giving opportunities among the University's many stakeholders;
- utilize the assistance of the Vice President, outside consultants, and legal counsel as necessary;
- hire, train, develop, and manage major gift staff;
- establish annual fundraising metrics for gift officers, including expectations for visits, proposals submitted, and total funds raised;
- conduct regular reviews of staff to ensure that strategic plan objectives and goals are on track;
- conduct regular management meetings with gift officers and campus partners, employing best practices in strategic donor cultivation;
- oversee the advancement services department and prioritize resources to develop a comprehensive prospect research and management program;
- regularly identify new leadership, major, and planned giving prospects and assign them for cultivation;
- focus and prioritize the work of gift officers to match annual fundraising goals;
- oversee and build out a robust corporate and foundation relations program;
- establish and ensure goals for proposal development, solicitation, and funds raised are met;
- working with other University offices, ensure Advancement and External Relations is an active participant in building a comprehensive corporate partners program;
- oversee donor relations and stewardship and ensure that resources are aligned with and support both broad and targeted cultivation strategies;
- foster a collaborative work environment within Advancement and External Relations and with campus constituencies;
- work closely with annual giving, alumni relations, external relations, government relations, and special events to ensure fully integrated advancement operations;
- work with the Vice President, deans, and campus leaders to identify fundraising priorities and annual plans, and set achievable fundraising goals for colleges, schools, and units;
- include deans, faculty, and others, as needed, in cultivation, solicitation, and stewardship strategies for top donors and prospects;
- develop and lead training on advancement topics; and
- participate in planning for and attending University events, especially those related to University advancement.

LEADERSHIP

Thomas Kline, Ed.D.

Vice President of University Advancement and External Relations

Dr. Thomas Kline joined Adelphi University's Executive Leadership Team as Vice President of University Advancement and External Relations on November 1, 2021. Previous to his tenure at Adelphi, Dr. Kline was Vice president for Institutional Advancement at Carthage College in Kenosha, Wisconsin. At Carthage, he created and oversaw successful campaigns that more than doubled annual fundraising during his tenure.

Before becoming Vice President for Institutional Advancement at Carthage in 2017, Dr. Kline served as the College's Chief of Staff and Vice President for Strategic Initiatives, where he oversaw strategic planning and led initiatives that brought new students, revenue, and distinction to the College. He also served as Interim Dean of Students and Interim Vice President for Continuing Studies.

Originally from Cortland, New York, Dr. Kline attended Ithaca College, where he earned a Bachelor of Music. After a brief career as a professional percussionist and teacher, he returned to his alma mater to serve as Director of Music Admission and Preparatory Programs for the Ithaca College School of Music. While at Ithaca, he earned his Master of Science in communications and in 2017 completed his doctorate in education from the University of Pennsylvania.

Christine M. Riordan, Ph.D.

President

Adelphi University President Christine M. Riordan is an internationally recognized expert in leadership development, team building, and diversity and inclusion, and is recognized for her groundbreaking initiatives to personalize and transform the higher education experience. Since beginning her appointment as Adelphi University's 10th President in 2015, Dr. Riordan has launched a remarkable turnaround strategy that has resulted in Adelphi enrolling the largest first-year class in its history in Fall 2018, as well as increased funds raised and greater recognition.

Dr. Riordan has published more than 60 academic and business press articles, is authoring a book on leadership, and is a frequent speaker on leadership and overcoming challenges. She has been interviewed and written articles for media outlets such as *The Financial Times*, *Harvard Business Review*, *Forbes*, *USA Today*, *U.S. News & World Report*, *The New York Times*, *International Herald Tribune*, *HuffPost*, *MSNBC*, *CNN*, *CNBC*, *The Wall Street Journal*, *MarketWatch*, *CareerBuilder*, and *Psychology Today*.

Dr. Riordan serves on the Board of Directors of RE/MAX Holdings, Inc. (NYSE:RMAX) and is Chair of the Nominating and Governance Committee and serves on the Compensation Committee. She previously served on the Audit Committee. She is on the Board of Directors of the Long Island Association (LIA), a leading business organization on Long Island. She is also a trustee of the Long Island Regional Advisory Council on Higher Education (LIRACHE) and is a member of the President's Advisory Council at the Georgia Institute of Technology. Dr. Riordan is also Chair of the President's Council for the Northeast-10 Conference.

PREFERRED COMPETENCIES AND QUALIFICATIONS

Adelphi University seeks an Associate Vice President of Advancement with

- a commitment to the mission of Adelphi University—to transform the lives of all students by creating a distinctive environment of intellectual rigor, research, creativity, and deep community engagement across the arts and humanities, STEM and social sciences, the professions, and health and wellness;

- experience successfully cultivating, soliciting, and stewarding donors at the major gift and principal gift levels;
- management and leadership skills, with an ability to build and motivate successful teams, utilizing strong team facilitation and meeting skills;
- comprehensive knowledge of best practices in advancement and fundraising;
- significant experience working within or leading a comprehensive campaign;
- knowledge of the fundraising cycle: identification, qualification, cultivation, solicitation, negotiation, acknowledgment, recognition, and stewardship;
- exceptional interpersonal skills and an ability to interact effectively with varied constituencies such as academic leaders, faculty, staff, donors, and volunteers, and strong oral and written communication skills;
- an ability to work in highly complex organizational structure;
- an ability to work independently, manage multiple priorities, manage time effectively and efficiently, and demonstrate productivity through activity reports;
- an inquisitive mind, creativity, and unwavering positivity;
- excellent problem solving and analytical skills; and
- knowledge of Microsoft Word, Excel, Windows and Raiser's Edge NXT or similar development database preferred.

A bachelor's degree is required for this position as is at least seven years of progressive experience within an advancement program, including at least five years of experience directly managing professional fundraising staff. Experience in higher education is preferred.

SALARY AND BENEFITS

Adelphi University offers a competitive salary and a comprehensive [package of benefits](#).

LOCATION

This position is located in Garden City, New York, in Nassau County, on Long Island.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of Adelphi University as well as the responsibilities and qualifications stated in the prospectus.*** Preference will be given to candidates that apply by November 1, 2022.

To apply for this position, visit:

[Associate Vice President of Advancement, Adelphi University](#).

To nominate a candidate, please contact Clare McCully, claremccully@aspenleadershipgroup.com or Don Hasseltine, donhasseltine@aspenleadershipgroup.com.