

Paschal • Murray

EXECUTIVE SEARCH

Position Announcement

Director, Major Gifts College of Nursing

Wayne State University
Detroit, Michigan



WAYNE STATE

College of Nursing

Reports To Dean, College of Nursing

Organization Profile

Wayne State University is a premier, public, urban research university located in the heart of Detroit. Founded in 1868, Wayne State today pursues scholarship at the highest levels and serves a diverse body of nearly 25,000 students through a broad array of approximately 350 academic programs.

Since its founding, Wayne State has been inextricably linked to a city that has been a symbol of the American dream and a kaleidoscope of cultures, ambition, inspiration, contradictions and challenges. In recent years, the spirit and resilience that once made Detroit great has re-emerged in full. With a new vision, new leadership, willing participation, growing investment, economic growth and, most of all, palpable optimism, Detroit has become a model for the reinvention of the great American city.

Throughout Detroit's changing fortunes, Wayne State has remained a steadfast partner, playing a lead role in the city's resurgence while maintaining the university's historical commitment to opportunity and excellence.

Opportunity is embodied in the chance for a diverse array of students from across the community and around the world to study at a major research university and prepare for a lifetime of success. It is found in the cultural and community experiences that are unique to a Wayne State education, including the opportunity for students to help remake a city, strive for social justice and serve the people of the community. It is evident in the wide spectrum of academic programs at the undergraduate, graduate and professional levels. At Wayne State, students can learn from professors at the forefront of their disciplines and participate in the creation of new knowledge. Most of all, opportunity means a chance for students with desire and talent to achieve their dreams, no matter what their backgrounds.

At Wayne State University, excellence is evident in the quality of its faculty, the caliber of its research and the rigorous academic expectations of its students. It undergirds and guides our endeavors both in and out of the classrooms and labs and fuels a relentless pursuit of improvement.

Position Summary

The Director, Major Gifts will provide leadership and direction for the College of Nursing Development Office. This leadership position will develop and manage fundraising strategies and initiatives for the college, with a priority focus on soliciting and securing individual major gifts of \$25,000 and above. Cultivate, solicit, and steward major individual donors to meet established fundraising goals within the allocated expense budget. Engage the Dean and faculty members in philanthropy initiatives and fundraising strategies, as needed. This position serves as a member of the Dean's Executive Committee.



**Essential
Duties**

30% - Effectively manage a portfolio. Oversee the cultivation and solicitation of major individual donors. Manage a portfolio of prospects and conduct one-on-one visits to qualify, cultivate, solicit and steward donors and prospects to increase philanthropic giving.

20% - Responsible for achieving annual fundraising goals and assisting in meeting unit goals; allocating and prioritizing time and resources to achieve the greatest return on investment. Performance and productivity will be measured on the following core metrics as determined annually:

- Dollars raised for campaign gifts
- Dollars raised cash gifts and in-kind gifts
- Number of major gift solicitations of \$25,000+
- Number of major gifts closed at \$25,000+
- Number of prospect visits and meaningful contacts each month

10% - Supervise a diverse staff, effectively managing performance to meet individual and team initiatives; foster a collegial and highly productive work environment. Recruit, interview, hire, train, coach, evaluate, and discipline staff. Establish and communicate performance expectations in a manner that motivates and empowers staff to fulfill job duties. Encourage, support, and ensure employee participation in training and development programs.

10% - Work in partnership with Dean, Department Chairs, Associate Vice President, faculty and others to identify fundraising needs and priorities for the College of Nursing (CON). Collaborate with direct reports to develop fundraising plans and strategies; establish realistic and achievable timelines; remain current with fundraising trends and serve as a resource on successful development activities, techniques and methods.

10% - Collaborate with division units (e.g., Corporate Philanthropy, Foundation Relations, Annual Campaigns, Planned Giving, Donor Experience and Prospect Development) as well as other university units to ensure operational efficiencies within the College of Nursing Development unit.

5% - Manage unit's annual expenditure budget. Develop revenue and expense projections, approve expenditures at unit level and monitor transactions for compliance with university policies and procedures.

5% - Identify and recruit prospects to participate on volunteer committees for specific projects and solicitations; train volunteers on appropriate cultivation and solicitation methods, techniques and processes; provide

oversight of volunteers to ensure college, division and university missions are attained.

5% - Oversee the routing of donor contributions to central development for processing.

5% - Perform other related duties as assigned.



WAYNE STATE UNIVERSITY

Knowledge, Skills and Abilities

Communication Skills: Ability to communicate clearly, concisely and professionally both orally and in writing. Strong interpersonal skills are a must. Ability to work successfully with persons from diverse backgrounds.

Planning and Organization: Ability to manage several projects simultaneously, prioritize and plan work activities while meeting respective deadlines. Strong organizational and time-management skills required. Maturity, sound judgment and ability to handle multiple tasks simultaneously in a deadline-oriented environment.

Analytical and Presentation Skills: Ability to evaluate, interpret, and present complex information effectively in professionally prepared documents or presentations. Must possess a demonstrated attention to detail in order to achieve a high degree of accuracy.

Technical Skills: Proficient in the use of complex administrative systems software, preferably in the higher education environment. Proficient with Microsoft Office suite, especially Word and Excel.

Learning Agility: Independent and innovative self-starter who displays an ability to learn quickly and easily adapts to changing situations. Experience researching topics to gain knowledge and understanding when information gaps exist.

Leadership Skills: Demonstrated strong leadership skills that can influence and motivate individuals and groups to achieve results.

Teamwork: Ability to collaborate effectively with colleagues within the division and other units to gain full understanding of the project and desired outcome; ability to produce high quality and consistent results with assistance of team members; provide support to teammates when tackling complex projects.

Diversity, Equity & Inclusion: Demonstrates a commitment to diversity, equity and inclusion through continuous development, modeling inclusive behaviors and proactively managing implicit bias.

Qualifications

Qualities and experiences that ideal candidates should display include:

- Bachelor's degree in marketing, public relations or business administration or related field from an accredited college or university.
- Reasonable knowledge and understanding of university policies and procedures.
- Five years of experience working as a fundraising professional in direct major donor solicitations in excess of \$25,000.
- Management experience.
- Direct experience with creating fundraising plans and conducting major gift solicitations.
- Understanding of trends and best practices within higher education fundraising.
- Positive and collaborative professional philosophy.
- Driven to achieve goals.

Preferred

Preference will be given to candidates that also display one or more of the following:

- An advanced academic degree.
- Certified Fund Raising Executive (CFRE).
- Experience in a fundraising role within an educational setting or institution.
- Fundraising experience from an institution of Higher Education.

Memorandum The salary and benefits are competitive and commensurate with experience and qualifications. Paschal•Murray supports the commitment of our client in encouraging applicants from diverse backgrounds and cultures. As a condition of employment, our client reserves the right to conduct background verification including academic, work, driving, credit, and criminal histories.

This position announcement is not intended to be an exhaustive list of all responsibilities and requirements. It is presented as a fair reflection of the principal job elements.

Nominations and applications are welcome. Please send résumé and letter of application as separate documents attached to an e-mail message to:

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