

Position Announcement



Executive Director of Development
C.T. Bauer College of Business

University of Houston
Houston, Texas

Reports To Associate Vice President, Development

Organization Profile Located in Houston, Texas, the University of Houston (UH) was founded in 1927 and is Texas' premier public metropolitan research and teaching institution.

UH is the largest university of the University of Houston System, which includes University of Houston Downtown and University of Houston Clear Lake. The system also offers five regional sites (UH Sugar Land, UH Katy, UHCL Pearland, UHD Northwest, UHS Texas Medical Center). Standing at the forefront of education, research, and service, UH students enjoy academic excellence in a vibrant community of stellar faculty and dynamic programs.

University of Houston offers 281 degree programs, including master's, doctoral, and professional degree programs, with nearly 8,000 degrees awarded annually. UH serves more than 48,000 students in 17 academic colleges, including a top tier interdisciplinary Honors College.

With innovative curricula, nationally ranked programs and a dynamic learning environment, UH brings students face-to-face with award-winning faculty who have received honors including the Nobel Peace Prize, the Pulitzer Prize, the Tony Award, and the National Medal of Science, among others.



Community Impact and Student Outcomes

The entire UH System contributes \$3.1 billion to the Houston-area economy every year and generates about 24,000 local jobs. UH students contribute nearly 1 million hours of volunteer and internship service in Houston every year through partnerships with over 600 local organizations.

UH graduates can be found in leadership positions from Capitol Hill to community nonprofits. They are scientists, astronauts, researchers, professors, teachers, administrators, engineers, doctors, presidents/CEOs, entrepreneurs, legislators, attorneys, judges, authors, singers, songwriters, actors, actresses, Olympians, professional athletes-the list goes on and on. UH alumni are making a significant impact in all areas of life and are helping to bring about a better tomorrow.

UNIVERSITY of HOUSTON

UNIVERSITY ADVANCEMENT

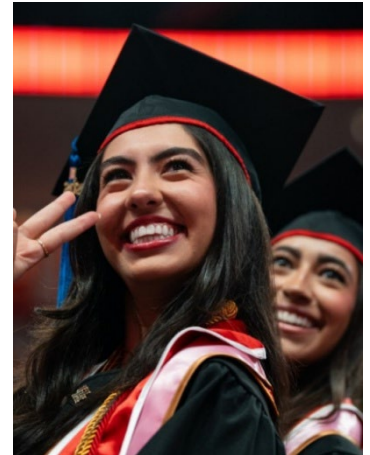
The Division of Advancement & Alumni Relations plays a pivotal role in UH's journey to becoming a Top 50 public research institution. The Division builds strategic partnerships with alumni, donors, and corporate supporters to secure philanthropic investments in scholarships, faculty excellence, research initiatives, athletics, and campus infrastructure. Through intentional engagement, the Division cultivates lasting relationships and a vibrant community of supporters committed to expanding opportunities for students and advancing the university's mission.



The University of Houston's Centennial Campaign is a major fundraising effort, which culminates in 2027, the university's first-century anniversary. This comprehensive campaign builds off of the historic "Here We Go" Campaign (2012-2020), which raised \$1.24 Billion from 173,000+ donors. The Centennial Campaign supports all areas of academic excellence, research, athletics, student success and campus transformation projects.

Campaign Goals and Priorities

- **\$1 Billion Goal:** The Centennial Campaign is a bold investment in the next 100 years.
- **Innovation:** Bold academic research programs save lives, shape policy, drive industry and build a better future.
- **Campus Transformation:** Advance the mission by creating grounds that inspire excellence and wellness, foster student success and position UH as a top-tier destination for talent and collaboration.
- **Student Success:** Ensure every Cougar has the resources they need to keep moving forward, overcome obstacles and cross the stage with confidence.



Position Summary

The Executive Director of Development will provide leadership and daily oversight of an integrated program encompassing development and alumni relations for the C.T. Bauer College of Business. Responsibilities will include budget administration, allocation of resources, and supervision of staff. Working closely with the Dean and the AVP of Development, the Executive Director will identify, qualify, cultivate and solicit gifts from alumni and non-alumni friends to advance the fundraising goals and mission of UH and the College of Business. This role will be responsible for developing, managing, and executing prospect strategies to increase donor engagement with a focus on raising gifts of \$100,000 and above from individuals. The successful candidate will work collaboratively with leadership, faculty, volunteers and other staff to

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cultivate and solicit donors for Bauer College funding priorities and play an important role in successfully achieving the philanthropic goals of the Centennial Campaign.



C. T. Bauer College of Business
UNIVERSITY OF HOUSTON

The C. T. Bauer College of Business is Houston's most comprehensive business school, offering undergraduate, graduate, and doctoral programs. The college is known for its strong entrepreneurship program, ranked first in the United States for seven consecutive years by The Princeton Review and Entrepreneur, and has been ranked among the top business schools in the U.S. and globally.

Overview and Rankings

- **History:** Established in 1942 at the University of Houston.
- **Comprehensive programs:** Offers a wide range of undergraduate, graduate, and doctoral degrees, including on-campus, online, and hybrid options.
- **Strong reputation:** Ranked among the top 60 business schools worldwide and is considered Houston's most comprehensive business school.
- **AACSB accredited:** The college is a Tier 1 program certified by the Association to Advance Collegiate Schools of Business (AACSB).



**Specific
Responsibilities**

1. Develop, implement, and direct a comprehensive development program for the C.T. Bauer College of Business.
2. Provide guidance for annual giving, major gifts, planned giving, corporate and foundation support, and stewardship within the college of business.
3. Collaborate with the Dean to establish fundraising goals and priorities for the college.
4. Identify and communicate a case for support based on college priorities and determine strategies to further amplify the college's and university's goals and mission with key constituencies.
5. Strengthen ties to the college throughout the university and external communities.
6. Develop and implement moves management and individual strategies for a portfolio of major gift donor prospects; cultivate, solicit and steward these donors and prospects.
7. Provide expertise on advancement matters to the college and engage academic leadership, faculty, staff, other development officers and volunteers in advancement activities as appropriate.
8. Establish engagement opportunities within the college for alumni and industry partners.
9. Administer budget and allocate resources within the college's development and alumni relations programs.
10. Supervise, evaluate and mentor staff.
11. Oversee other advancement activities for the college of business, including special events and communications as needed.
12. Perform other job-related duties as required.
13. In coordination with the Dean and University Advancement leadership, establish performance metrics and monitor progress toward goals.

Qualifications

Qualities and experiences that ideal candidates should display include:

- An earned baccalaureate degree from an accredited college or university or equivalent years of relevant experience.
- Seven years of fundraising experience with five or more years assigned to major gift programs.
- Proven track record of cultivating, soliciting and closing major gifts including a documented record of productivity.
- Demonstrated sound judgment, integrity, and ethical decision making.
- Excellent interpersonal and communication skills.
- Strong work ethic, attention to detail, and the ability to think strategically.
- Demonstrated ability to work as part of a team.
- Proven history of management of a portfolio of prospects.

Preferred

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

- Experience in a fundraising role within a large higher education setting or institution.
- Demonstrated history of cultivating, soliciting, and stewarding gifts that are seven-figures and higher.
- History of working closely with academic leadership.
- Experience managing fundraising staff.

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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