

**Job Prospectus for the
Executive Director of Development
College of Design**

**Raleigh, NC
Spring 2017**



About The Opportunity

North Carolina State University (NC State) invites applications and nominations for the position of Executive Director of Development for the College of Design. The Executive Director of Development will provide leadership and strategic direction for all development efforts for the College of Design at NC State. The Executive Director will create fundraising strategies that increase the organization's support from individuals, corporations, foundations, and other sources. This position will play a key role in identifying, cultivating, and soliciting prospective donors for major gifts to the College. The Executive Director will report directly to the Associate Vice Chancellor for University Development, and will be expected to maintain a collaborative working relationship with the Dean for the College of Design.

The Executive Director will:

- Plan, direct and implement a comprehensive major gift program that generates individual donors, as well as foundation, corporate, and other philanthropic support on a continuing basis consistent with fundraising goals of the organization;
- Work in close collaboration with faculty, staff, other fundraising professionals, campus leaders, and key volunteer leadership to achieve the fundraising goals of the organization;
- Participate in all aspects of the gift cycle, and lead strategies to identify, qualify, prioritize, cultivate, solicit, recognize and steward all donors and prospects;
- Work collaboratively with and in support of volunteers, other University Development and Advancement staff, and other organizational leaders to identify, cultivate and solicit donors for College and University-wide priorities;
- Work with the Dean and the Associate Vice Chancellor for University Development in developing and managing a portfolio of major donors and prospects;
- Monitor all prospect contacts to ensure positive and purposeful prospect and donor relations;
- Initiate contacts with potential leadership and major gift donors, and make solicitations when appropriate;
- Develop appropriate cultivation strategies for donor prospects, including working with volunteers;
- Maintain stewardship contacts with donors, and move potential donors in an appropriate and timely fashion toward solicitation and closure while adhering to the highest ethical standards;
- Demonstrate empathetic disposition and perseverance, and reflect an optimistic and positive attitude;
- Develop annual fundraising goals and plans in collaboration with the Dean and Associate Vice Chancellor for University Development; and monitor progress against goals;
- Ensure that all donors are appropriately recognized and thanked and receive regular contact and communication by making donor stewardship a priority throughout the College;
- Collaborate with College and University staff to ensure that publications and websites include donor-focused content, to include stories and statistics that demonstrate the impact of a donor's gift;
- Manage the development office in a fiscally sound manner by ensuring that the appropriate systems, staffing and procedures are in place to support fundraising goals;
- Develop complete and timely contact reports and monthly moves management reports;
- Participate in all University-wide development activities; and
- Assist the Dean in working with the college's Advisory Board to enhance development efforts.

Search Specifics

The successful applicant have a proven record of success in a leadership role that includes significant managerial accomplishments with visionary and administrative components. Applicants should have a proven record of accomplishment in promoting fundraising priorities through the development of effective working relationships with faculty, senior academic leaders, trustees, volunteers, donors, and the central development team.

Expert knowledge of the principles, practices and ethics of successful fundraising is required. Applicants must have the ability to take academic priorities and translate them into development opportunities. Candidates should have a familiarity with NC State, and an understanding of the land grant and research university context. Prior experience in a comprehensive capital campaign with an institutional goal of at least \$100 million is preferred.

Applicants must possess outstanding verbal and written communication skills, and have the ability to organize and complete complex tasks on deadlines. Computer literacy and competency with electronic donor information systems is required. Applicants must have a willingness to travel and work evenings and weekends as needed. A valid driver's license is required and a North Carolina Driver's License must be obtained within 60 days of hire, and maintained as a condition of employment.

The successful applicant will hold a Bachelor's degree for an accredited institution, with preference given to those with an advanced degree. A minimum of seven years of experience in fundraising is required, preferably in higher education or with an institutionally related foundation.

The Nominating Committee invites applications to be submitted online at <https://jobs.ncsu.edu> (position number 00004210). Applications should include a cover letter, resume, and contact information for three professional references. Confidential review of materials will begin in July 2017, and will continue until the appointment is made. Additional information can be found at <http://ess.hr.ncsu.edu/current-searches>.

For Further Information, Visit:

[NC State University](#)

[The College of Design](#)

[University Advancement](#)

[University Development](#)

[University Strategic Plan](#)

[Think and Do the Extraordinary](#)

[Stats and Strengths](#)

[Design Blog](#)



About University Advancement

The mission of University Advancement of North Carolina State University is to facilitate communication, internally and externally, and to enhance the image of the University; to provide meaningful programs and service to alumni and friends; to seek service-support participation and ambassadorship from constituents; to build and sustain a strong volunteer leadership network; to raise money from private sources; to manage the collection of private gifts for North Carolina State University; to manage an effective alumni and development database and gift systems; and to coordinate with the General Administration in areas of government and legislative priorities in Raleigh and Washington.

About The College of Design

The College of Design teaches design thinking in an interdisciplinary environment that makes sense of the world for the benefit of the public. The College integrates practical, ethical, and aesthetic thought and action to enhance the meaning and quality of life through the creation of knowledge informing the critical study of artifacts and places.

The College of Design brings together some of the most creative minds from around the world whose interests and expertise span a variety of disciplines. An inspiring and elite group of faculty who provide the experience of academia and professional practice prepare our designers to go out and shape the world.

Good design is needed. Now more than ever, design plays a major role in the development of everything from branding to product development and even business practices and procedures. The size and shape of mobile devices, the animation we see on the big screen, the materials used in the buildings we enter—design touches everything around us.

In response to an ever-expanding global interest in all disciplines of design, the College's curriculum is customized to incorporate relevant practices that prepare our students for a career in design. Effective design requires attention and sensitivity to the social, economic, political, cultural, and behavioral understanding of the environment and people. Our graduate and undergraduate programs in [Architecture](#), [Art + Design](#), [Design Studies](#), [Graphic Design](#), [Industrial Design](#), and [Landscape Architecture](#) are intended to develop a designer's perception, knowledge, skills, and problem-solving abilities to develop design solutions for public interest and to serve the needs of users.



About NC State

NC State was founded with a purpose: to create economic, societal, and intellectual prosperity for the people of North Carolina and the country. We began as a [land-grant institution](#) teaching the agricultural and mechanical arts. Today NC State is a pre-eminent research and teaching leader that excels in science, technology, engineering, math, design, humanities and social sciences, textiles and veterinary medicine. NC State students, faculty, and staff take problems in hand and work with industry, government, and nonprofit partners to solve them.



Our 34,000-plus students apply what they learn in the real world by conducting research, working in internships and co-ops, and performing acts of world-changing service. That experiential education ensures they leave here ready to lead the workforce, confident in the knowledge that NC State consistently rates as one of the best values in higher education.

Whether it's [Princeton Review](#) ranking NC State among the nation's best values for universities or one of 81 nationwide "Colleges with a Conscience," NC State has many reasons to be proud. And Princeton Review is not alone. [Kiplinger's Personal Finance ranked NC State University 12th](#) and U.S. News & World Report ranked the university among the top 10 best values in public higher education.

About Raleigh

NC State is located in one of the fastest-growing urban centers in America. A top spot for young professionals and families, Raleigh is nationally recognized as a city on the rise:



No. 1 among the best places for business and careers ([Forbes, 2014](#))

No. 1 among U.S. cities attracting the most families ([Forbes, 2014](#))

No. 2 among America's 15 best cities for young professionals ([Forbes, 2014](#))

No. 3 among the best midsize U.S. metro areas for college students ([American Institute for Economic Research, 2014](#))

With Durham and Chapel Hill, Raleigh anchors the Research Triangle, a national hotspot for high-tech enterprise. The top companies in the region — including IBM, Cisco Systems, SAS Institute, Biogen

Idec and GlaxoSmithKline — are among the country's best employers. They also lead the way in hiring new NC State graduates. Celebrating its 130th year in 2017, NC State continues to make its founding purpose a reality. Every day our [career-ready graduates](#) and world-leading faculty make the fruits of learning and discovery available to people across the state, throughout the nation, and around the world.

NC State University is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, age, veteran status, or disability. In addition, NC State University welcomes all persons without regard to sexual orientation. The University welcomes the opportunity to work with candidates to identify suitable employment opportunities for spouses or partners.

NC STATE UNIVERSITY

THINK AND DO