Position Specification

Vice President of Advancement

The University of Toledo

July 2021
The Opportunity

One of fourteen state universities in Ohio, The University of Toledo (UToldeo) was established in 1872 and became a member of the state university system in 1967. UToldeo and the Medical University of Ohio merged July 2006 to form an institution with a breadth of undergraduate, graduate, and professional programs matched by only 27 universities across the nation and with the third-largest public university operating budget in the state. The University is accredited by The Higher Learning Commission of the North Central Association of Colleges and Schools.

In March 2021, The University named Dr. Gregory Postel as its 18th president. President Postel has identified several key initiatives to prepare UToldeo for the future and create a solid foundation upon which to build future growth. To support those initiatives, a national search is underway to recruit an accomplished and intuitive advancement leader to assume the role of Vice President for Advancement (VP). The VP will partner closely with President Postel to align the efforts of an established fundraising team with strategic university-wide initiatives. The Vice President for Advancement will be charged with visioning and leading a comprehensive advancement program, promoting and supporting a culture of philanthropy, integrating high-quality and innovative alumni engagement, and providing leadership for special events.

The Vice President of Advancement, reporting to the President, is the Chief Advancement Officer for the University of Toledo and serves as a member of the senior leadership team. The VP will guide all advancement efforts while simultaneously building upon an organization dedicated to the integration of efforts across both development and the institution.

The Vice President of Advancement will possess significant experience in advancement programs with the ability to lead compellingly in both word and deed. The successful VP must demonstrate exceptional leadership, management skills, as well as present a track record of success as a major and principal gift fundraiser.

Key Responsibilities

The Vice President for Advancement provides leadership for the University’s fundraising, alumni engagement, and special events. The VP must build strong, productive relationships with key University leaders, the president, the provost, members of the board of trustees, the deans, and faculty of the colleges. The VP will also maintain strong working relationships with the UT Foundation president and board of trustees and the UT Alumni Association board of trustees as well as prospects, donors, volunteers, and UT alumni.

Development

Advancement is a highly centralized program. College specific development officers and alumni staff report directly to advancement leadership with a dotted-line relationship to the specific deans. As important, the vice president serves as the chair of the UT Advancement Council. With participation by the deans, director of athletics, provost, UT Foundation president, and the associate vice presidents of development and alumni engagement, the council plays an active role in prospect assignment, fundraising policy, and communication. The VP oversees an annual budget of approximately $6 million.

UToldeo’s development staff consists of 33 employees. Development officers are embedded in colleges and the athletic department with direct reporting relationships to Advancement and dotted line reporting relationships to individual units. Development staff also oversee planned giving, annual giving, prospect
donor research and corporate and foundation philanthropy. Total giving in FY2020 was $28 million with an alumni participation rate of 4.5 percent.

Alumni Engagement
The 11-member Alumni engagement team leads UT’s efforts to engage the more than 168,000 Rocket graduates across the globe. With 21 alumni affiliate groups, 27 chapters in the United States and some 10,400 members of the UT Alumni Association, Alumni engagement leads UT’s strategies to initiate and maintain the relationships that turn graduates into donors.

Special Events
Signature and top-tier University events are coordinated under the supervision of a team responsible for the organization, logistics and décor of occasions highlighting UT to donors, elected officials, visiting guests, dignitaries and alumni. Each year, more than 50 events are organized, touching more than 9,000 people.

The Vice President of Advancement will be tasked with the following duties and responsibilities:

- Oversee the planning and implementation of all programs and activities designed to enhance philanthropic support of the institution by helping to establish goals and directing the strategic implementation and assessment of fundraising and engagement strategies to achieve those goals.
- In collaboration with key leaders, engage, cultivate, and solicit top donors and prospects.
- Raise principal and transformational gifts. Engage the philanthropic capacity of all constituencies, identifying areas for growth, and developing strategies to meaningfully involve staff, volunteers, and donors at all levels.
- Oversee the recruitment, management, development and retention of development and alumni engagement professionals and support staff fostering a culture of teamwork, mentoring, and mutual support.
- Ensure that the priorities of the Foundation are aligned with the objectives of the University, including and especially its academic goals as a national public university and its pursuit of equity and inclusive excellence. Build trusted relationships with institutional and academic partners and align campaign goals and fundraising strategies with the mission of the University in educating students from all walks of life, discovering new knowledge to improve the human condition, and serving the surrounding community.
- Provide support to the alumni engagement office through participation in alumni chapter activities across the country, provide a presence at all alumni association board of trustee meetings, and in cooperation with the associate vice president while continuing to provide strategic direction to alumni engagement activities.
- The vice president will represent the University to a broad range of constituencies, including trustees of the three major boards, alumni, faculty, staff, friends, senior corporate executives, government officials, and foundations, and serve as a leader within the not-for-profit community.
- Establish metrics and dashboards for each area to ensure progress toward goals.
- Ensure accuracy of fundraising and financial accounting on gifts in partnership with the Finance office.
- Work closely with the Office of Special Events to maximize the effectiveness of events involving the University president as well as the football suite, basketball suite, and donor recognition events.
- Monitor trends and statutes affecting philanthropy at the federal, state, and local levels.
Professional Experience and Qualifications

The University of Toledo seeks an experienced advancement professional with at least seven years' experience in increasingly responsible managerial and leadership positions. Direct experience in a complex institution with multiple academic units, NCAA Division I athletics, and academic medicine will be extremely advantageous. A bachelor’s degree from an accredited university is required, and an advanced degree is preferred.

Additionally, a highly qualified candidate will possess many of the following experiences, qualifications, and attributes:

- Commitment to the University of Toledo mission of education, research, and service to our community.
- Successful experience participating in the planning for or the launching of a large comprehensive campaign for a university or college.
- Experience supporting, collaborating and working closely with college or university senior leadership, Deans, Coaches, Faculty or others, in achieving ambitious goals.
- Experience working closely with University/College Board members and or volunteer leadership.
- Proven ability to meet or exceed ambitious fundraising and/or alumni goals.
- Management experience, including talent development, working with and/or setting goals, managing both up and down.
- Successful experience cultivating and soliciting gifts from individuals, foundations and/or corporations.
- Significant experience conducting or managing prospect discovery; pipeline development.
- Experience growing an annual giving, alumni engagement and/or planned giving programs.
- Demonstrated ability to communicate academic and technical information to a variety of audiences, coupled with an ability to inspire those audiences.
- Demonstrated experience engaging on issues of inclusive excellence and working collaboratively with diverse constituencies.
- Must be able to travel nationally when appropriate.

Office of the President

The Office of the President consists of Dr. Gregory Postel, President, a Chief of Staff, Director of Senior Administrative Operations/Secretary to the Board of Trustees, and Executive Assistant/Business Manager.

The Office of the President works to coordinate meetings and events for Dr. Postel. They also assist as an information source and liaison to the President for all offices on and off campus including students, staff, faculty and community members. All operations of the Office of the President are mission aligned and support the University’s Strategic Plan.

The University of Toledo Foundation

The University of Toledo Foundation and The University of Toledo enjoy a strong and collaborative relationship. With one of, if not the largest, non-politically appointed volunteer boards associated with the University, the Foundation board is comprised of 27 trustees who are alumni, donors and friends of the University who value education and the importance the University holds in the community and beyond. The Foundation partners with the University to help it achieve its mission on providing financial, programmatic, intellectual and political support to or on behalf of the University.
The Foundation is a completely independent, 501 (c) 3 organization that exists for the sole purpose of supporting the University. Initially serving as the official gift receiving and endowment management organization for the University, the Foundation’s role has expanded. In 2011, the University and the Foundation agreed to transition Institutional Advancement (development, alumni engagement and special events) into the Foundation. The reason for doing so was to provide financial stability for the advancement effort. Through its subsidiary, the UT Foundation Real Estate Corporation, the Foundation also handles all real estate matters on behalf of the University.

The mission of The University of Toledo Foundation is “To secure the future for The University of Toledo, through prudent asset management and philanthropy. We build strong linkages between alumni and the University fostering a spirit of loyalty and opportunity for engagement.” A capital campaign with the theme “Ready to Launch”, currently in the silent phase, has raised over $146 million (over 58% of the overall campaign goal).

**The University of Toledo**

The University of Toledo (UToledo) is a student-centered, public metropolitan research university serving almost 20,000 students located in Toledo, Ohio. UToledo draws students from across the U.S. and nearly 80 countries. The University was established in 1872 and became a member of the state university system in 1967. It is one of 14 state universities in Ohio, offering full- and part-time courses of studies as well as day, evening and online programs at the associate, bachelor, graduate and doctoral levels. The University is accredited by The Higher Learning Commission and is composed of 13 colleges: Arts and Letters, Business and Innovation, Education, Engineering, Graduate Studies, Health and Human Services, Honors, Law, Medicine and Life Sciences, Natural Sciences and Mathematics, Nursing, Pharmacy and Pharmaceutical Sciences, and University College.

UToledo has developed into a comprehensive research university and is known for its curriculum in the science, engineering and medical fields. The University includes five campuses with more than 100 major buildings and a combined area of more 1,400 acres. The Main Campus, known for its Gothic architecture, is in the Ottawa Hills and Old Orchard neighborhoods of Toledo. The 450-acre Health Science Campus includes the University of Toledo Medical Center, which is a Level 3 trauma center, an orthopedics center and a certified rehabilitation hospital with centers offering innovative treatments for stroke and cancer. The Health Science Campus also houses the Lloyd A. Jacobs Interprofessional Immersive Simulation Center, a state-of-the-art learning facility featuring virtual and interactive learning labs. The University’s facilities also include the 160-acre Scott Park satellite campus, the Center for Visual Arts (located at the Toledo Museum of Arts) and the Lake Erie Center, a research and education facility located at Maumee Bay State Park.

**Mission**

The University of Toledo is a national, public research university where students obtain a world-class education and become part of a diverse community of leaders committed to improving the human condition in the region and the world.

**Vision**

The University of Toledo will be a nationally ranked, public research university with internationally recognized expertise and exceptional strength in discovery, teaching, clinical practice and service.
Values

- Excellence
- Student-centeredness
- Research and Scholarship
- Professionalism and Leadership
- Diversity

Points of Pride

Thanks to the ongoing commitment of exceptional faculty, physicians, researchers, staff and students, The University of Toledo is proud to continually raise our national status among America's best universities.

The following rankings and recognitions are just a few of the accolades UToledo colleges and their esteemed programs have earned recently.

- UToledo contributes $3.3 billion to the region’s economy each year. One-third of our graduates stay in the area, fueling the growth of both Toledo and northwest Ohio.
- UToledo’s six-year graduation rates reached record highs in 2020 following eight consecutive years of increased first-to-second year retention rates.
- UToledo has 20 academic programs — including undergraduate, graduate, online and professional programs — that are nationally ranked by U.S. News & World Report.
- UToledo’s research profile continues to grow with research funding increasing 18.5% in fiscal year 2020 from the previous year. Funding is up 44% from where it was just four years ago.
- The University is ranked among the top 100 public universities in the latest Wall Street Journal/Times Higher Education Rankings.
- The Department of Athletics competes in the Mid-American Conference at the NCAA Division I level and is one of only 130 Football Bowl Subdivision programs in the country.

The City of Toledo

Toledo is in northwest Ohio at the western end of Lake Erie, bordering Michigan. Home to the automotive industry that focuses on vehicle assembly and parts production, the city also boasts a vibrant arts community, including the world-renowned Toledo Museum of Art. Toledo is also home to the Mud Hens minor league baseball team and Walleye ice hockey team. There are three large theaters and an 8000-seat arena in Toledo, and the city’s proximity to Lake Erie provides abundant opportunity for water sports. Toledo also offers easy access to Detroit for additional amenities in cultural and sports entertainment.

The city was founded in 1833 and was originally incorporated as part of Monroe County, Michigan. Toledo was re-founded in 1837 after the conclusion of the Toledo War, when it was incorporated into Ohio. The city grew quickly after the construction of the Miami and Erie Canals and benefited from its position on the railway line between New York City and Chicago. As of the 2010 census, Toledo’s population was 287,208, making it the 71st largest city in the United States.

Toledo is the fourth largest city in the state of Ohio and is centrally located among several large cities and sites in the region, including:

- Ann Arbor, MI - 45 minutes away
- Detroit, MI - 1 hour away
- Romulus, MI, (Detroit Metro Airport) - 45 minutes away
Toledo has been, and continues to be, built on the spirit of innovation and new market development and is at the center for business professionals and companies demonstrating cutting-edge technology and an accomplished talent pool. Numerous companies call Toledo their home and offer professional opportunities for students looking to gain hands-on, real-life experiences. The region has numerous businesses, healthcare systems, education systems, and legal firms that offer opportunities for employment and internships. Northwestern Ohio is home to many Fortune 500 firms such as Owens-Corning, Libbey Glass, Dana Corporation, and Marathon Petroleum.

**Compensation and Benefits**
The University of Toledo offers outstanding benefits and retirement programs. Compensation arrangements are competitive and commensurate with both experience and achievement.

**Application Procedures**
Applications should include a detailed curriculum vitae and a letter of interest that highlights the applicant’s personal vision and relevant leadership experience. To ensure full consideration, inquiries, nominations and applications should be submitted electronically, in confidence to Melissa Hurst, Executive Director of Talent Strategy and Development: melissa.hurst@utoledo.edu.

**EEOO Statement**
The University of Toledo is an equal opportunity, affirmative action employer. The University of Toledo does not discriminate in employment, educational programs, or activities on the basis of race, color, religion, sex, age, ancestry, national origin, sexual orientation, gender identity and expression, military or veteran status, disability, familial status, or political affiliation.

The University of Toledo provides reasonable accommodation to individuals with disabilities. If you require accommodation to complete an application or for testing or interviewing, please apply online for an accommodation request.