



**RUTGERS**<sup>®</sup>

UNIVERSITY FOUNDATION

## Senior Director, Institutional Giving & Resource Development

New Brunswick, NJ

### POSITION OVERVIEW

Rutgers University Foundation seeks a highly entrepreneurial Senior Director of Institutional Giving & Resource Development to drive corporate and foundation relations strategy for the university.

The Senior Director, Institutional Giving & Resource Development (SDIG) will lead a team of corporate and foundation relations professionals responsible for building new relationships and strengthening existing ones in support of the university's strategic initiatives. The SDIG will serve as the initial point of contact for many of the university's corporate and foundation prospects, facilitating appropriate introductions to internal partners across Rutgers—including chancellor led units (CLUs), Research, Admissions, Rutgers University Alumni Association's Career and Industry Engagement office, and Athletics—while providing ongoing support to those relationships as needed.

Reporting to the Vice President of Central Fundraising and Donor Engagement, the SDIG will have six direct reports, including a Writer's Hub Director who will lead a team responsible for complex proposals and other documents for institutional partners. The SDIG and their team will collaborate with Rutgers University Foundation (RUF) colleagues and others doing related work throughout the university including professionals embedded in Chancellor-led units and specific schools and colleges with the goal of fostering a university-wide ecosystem that makes it easier for external partners to navigate the university while strengthening relationships with those partners.

PEARLSTREETCOLLECTIVE

The SDIG will carry a portfolio of corporate and foundation relationships while building regional and national strategies tailored to the university's initiatives and strategic priorities. In concert with internal collaborators, they will engage with external partners in philanthropic as well as non-philanthropic ways, i.e., resource development. Non-philanthropic investments may include advancing student recruitment, job and internship placements, executive education pathways, and ties that promote faculty research, as well as volunteer opportunities like guest lectureships, mentorships, and community engagement programs. Additionally, the SDIG will be expected to act opportunistically when compelling partnership opportunities present themselves, and coach others within Rutgers' institutional relations ecosystem to do the same.

The SDIG will be a highly strategic, creative, and flexible thinker who brings a sophisticated understanding of institutional giving practices, including the ability to interpret situations and conditions impacting business and philanthropy, as well as proven success identifying, cultivating, soliciting, and stewarding new institutional major donors. They will be adept at drawing novel connections between people, organizations, and opportunities while working inside a complex, fast-paced environment. Previous experience developing multifaceted collaborations and programs between institutional partners and academia is preferred.

## RESPONSIBILITIES

### Fundraising & Relationship Management

- In partnership with colleagues in RUF, the Office of Research, the Chancellor Led Units (CLUs), Athletics and others, lead the coordination of university-wide approaches to corporate and foundation funding.
- Manage a portfolio of 100 corporate and foundation prospects; identify, cultivate, solicit, and steward new institutional donors on behalf of Rutgers.
- Amplify existing institutional partnerships by identifying new pathways for collaboration that fit within the university's strategic priorities framework.
- Work to achieve both a personal goal and an overall fundraising goal for the program.
- Engage with faculty to enhance and expand existing research collaborations with corporations and foundations as well as identify, cultivate and execute new ones.
- Meet with faculty, student leaders and other stakeholders to gather information and create detailed and strategic proposals.
- Ensure donor visits to campus are planned and executed professionally.
- Ensure an effective stewardship plan for donors that is functional, systematically implemented and uses university best practices.
- Maintain close communication with university departments who are working to build non-philanthropic corporate relationships.
- Leverage prospect identification and moves management tracking systems; meetings; monthly status reports.

### Management

- Oversee hiring, orientation, and training of direct reports.
- Provide daily management and professional development of the team members who report directly to this position, including annual goal setting and performance evaluation.
- Offer guidance, feedback, coaching, and mentorship to direct reports as well as colleagues outside the team who may seek support around institutional giving practices.
- Provide indirect management to additional team members as applicable.

## DESIRED QUALIFICATIONS

- Seven or more years' experience in development with a specialty in corporate and/or foundation relations, including 2+ years' managing staff. Candidates who have equivalent experience in individual major gifts, and who have successfully cultivated and solicited institutions, will also be considered.
- Proven success in identifying, cultivating and soliciting multifaceted, corporate and/or foundation major gifts (\$100,000+), preferably on behalf of a complex research university.
- Proven ability to assess individuals, corporations and foundations in relation to their readiness to provide financial and other resource support.
- Experience and capability in dealing person-to-person with external leaders to synthesize the needs of multiple organizations to create a successful joint program.
- Highly collaborative; flexible thinking paired with a high-energy approach.
- Ability to present the university to a variety of audiences, which requires strong verbal, written, organizational, and interpersonal skills.
- Personal maturity that commands the respect of a diverse group including faculty, deans, volunteers, business executives, foundation leaders, and other professionals.
- Hands-on experience creating proposals, spreadsheets, and other documents suitable for institutional partners; experience manipulating data and generating fundraising reports.
- Deep appreciation for the impact that education can have on peoples' lives.
- Willingness to travel as university policy allows.

## RUTGERS UNIVERSITY FOUNDATION

Since its founding in 1973, Rutgers University Foundation has advanced Rutgers' pursuit of excellence in education, research, and public service. The foundation inspires philanthropic support and enduring connections with alumni, parents, friends, corporations, foundations, and other supporters, raising money for university priorities and empowering Rutgers to better the world. The foundation is a tax-exempt 501 (c)(3) organization and encompasses the Rutgers University Alumni Association, which builds community and fosters scarlet pride through the meaningful engagement of current and future alumni. For more information about Rutgers University Foundation, visit [support.rutgers.edu](https://support.rutgers.edu).



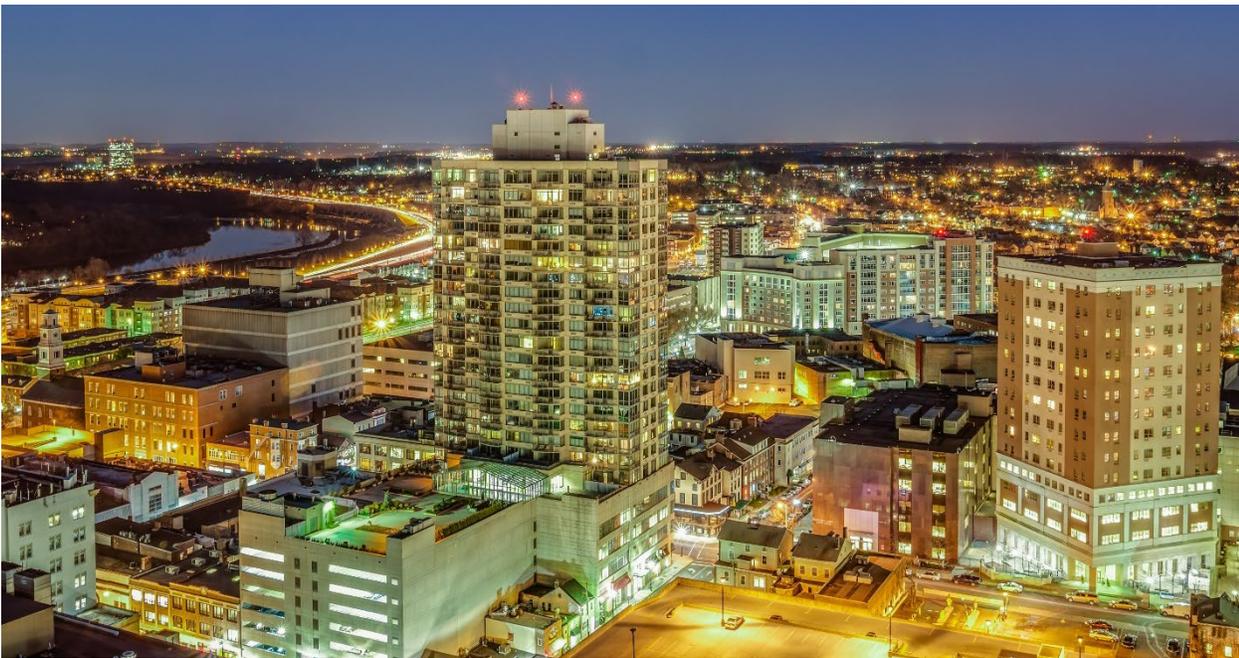
*Welcome to the Rutgers University Foundation*

## APPLICATION

Please submit your resume and cover letter to [ruf@pearlstreetcollective.com](mailto:ruf@pearlstreetcollective.com). All applicant materials will be held in confidence. Pearl Street Collective, a national women-owned executive search firm, has been retained to conduct this search. Adele Mezher and Maeve Clifford, Co-Founders and Managing Partners, are leading the engagement.

It is Rutgers University Foundation policy to provide equal employment opportunity to all its employees and applicants for employment regardless of their race, creed, color, national origin, age, ancestry, nationality, marital or domestic partnership or civil union status, sex, pregnancy, gender identity or expression, disability status, liability for military service, protected veteran status, affectional or sexual orientation, atypical cellular or blood trait, genetic information (including the refusal to submit to genetic testing), or any other category protected by law. As an institution, we value diversity of background and opinion, and prohibit discrimination or harassment on the basis of any legally protected class in the areas of hiring, recruitment, promotion, transfer, demotion, training, compensation, pay, fringe benefits, layoff, termination or any other terms and conditions of employment.

Rutgers University Foundation requires that all visitors be vaccinated against COVID-19 and submit proof of vaccination prior to their arrival on campus. Visitors who cannot receive the vaccine because of a medical contraindication or a religious belief may request an accommodation to this requirement.



## WELCOME TO NEW BRUNSWICK

New Brunswick offers everything from a pulsing, bustling environment to a tree-lined, classically collegiate campus feel. It is perfectly situated in central New Jersey along the southern banks of the Raritan River in the Raritan Valley region. The city holds proximity to the major urban centers of New York City and Philadelphia and the iconic Jersey Shore and is home to 55,000 residents. New Brunswick is both a regional commercial hub for the Central New Jersey region and a prominent and

growing commuter town for residents commuting to New York City within the New York metropolitan area.

The City Center boasts over 50 restaurants and eateries, live music, dance clubs, comedy clubs, and gastropubs. New Brunswick's museums and galleries ranging from one-of-a-kind collections, to works from up-and-coming artists. There are endless options for enjoying the performing arts including the State Theatre New Jersey, Crossroads Theatre Company, and the George Street Playhouse. Residents have the opportunity to attend nationally recognized theatre troops, performing Broadway-caliber shows. Rutgers University's renowned Mason Gross School of the Arts and the American Repertory Ballet, also contributes to the vibrant arts scene.

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