



**Georgia Institute
of Technology**

Boyden Executive Search Contact

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Position Summary

The Senior Director of Development for the College of Computing will plan and implement a coordinated program of fundraising activities. The Senior Director will establish goals and oversee staff activities including identification, evaluation, cultivation, solicitation, and stewardship of prospective major and principal gift donors. This position will oversee the quality and quantity of major gift activity in the region or unit and take action to increase both. The Senior Director will establish and effectively manage relationships with the most critical, highest profile prospects. The role will be to manage special events to involve and cultivate prospects, collaborate with deans and faculty, and coordinate with other development and alumni relations staff. The Senior Director will have to identify stewardship opportunities for major donors and may service the most complex fundraising market or regions. Typically, this position solicits gifts in the range of \$250k to \$10mil and manages a portfolio size (average annual fundraising accountability) of \$4mil+. The prospect pool managed is up to 100 prospects. This role will oversee a team or unit portfolio size of \$5mil to \$7.5mil. This position will interact on a regular basis with major and principal donors, and prospective donors. This position typically will advise and counsel: deans, school chairs faculty, academic unit and program leadership, unit volunteer leadership, and other development officers. This position may supervise development officers and administrative support staff.

Responsibilities

- Design, lead and oversee the implementation of strategic fundraising plan for assigned college, school, region or constituency in collaboration with other development officers and staff.
- Use expert professional relationship building skills to develop and implement plans and strategies for identifying, cultivating, soliciting, and stewarding major and principal gift donors and prospective donors. Close major gifts commitments, personally and consistently, with a typical gift solicitation range of \$250,000 to \$10 million. Establish and effectively manage relationships with most critical, highest profile prospects, and provide exceptional donor stewardship to encourage future giving.
- Oversee a professional staff of major gift officers and related support staff where applicable. Establish goals and oversee staff activities which include identification, evaluation, cultivation, solicitation, and stewardship of prospective major and principal gift donors. Maintain oversight on the quality and quantity of major gift activity in the region or unit and take action to increase both as appropriate.
- Engage the President and Executive Leadership Team, Deans, and School Chairs in the prospect/ donor relationship as appropriate. Coordinate the efforts of staff where applicable.
- Submit timely contact reports, prospect plans, and solicitations into tracking system.
- Manage special events and/ or advisory board meetings to involve and cultivate prospects.

- Prepare written development materials including case statements, proposals, and fundraising initiative/ campaign related literature for assigned college, school, and/or programs(s).
- Perform other duties as assigned.

Knowledge, Skills and Abilities

- Highly experienced and successful fundraiser.
- Uses expert relationship building skills to identify, cultivate, solicit and steward major and principal gifts from individual, corporate and institutional/foundation prospects.
- Depending on time spent on management versus fundraising, fundraising goals are significantly higher and/or broader.
- This position requires expert knowledge of fundraising approaches and the highest levels of interpersonal skills, ethical standards, and good judgement.
- This position requires excellent skills in building long-term relationships, and persuasive written and verbal communications skills.
- This position also requires skills in prioritizing, negotiating, influencing, strategic planning, project management, program administration and organization.
- Ability to be self-motivated, ability to work independently and as team member, and capacity for multi-tasking.
- Use of office-related computer applications is required.

Required Qualifications

- Bachelor's degree or equivalent combination of education and experience.
- Six to eight years of progressively responsible experience in fundraising and/or relevant experience in sales and marketing, or other related.
- Travel is an essential part of the position as is participation in evening and weekend activities.

Preferred Qualifications

- Minimum ten years of proven experience and results in soliciting and closing five, six and seven figure major gifts in a higher education setting and a campaign environment.

University Policies and Statements

Georgia Tech prides itself on its technological resources, collaborations, high-quality student body, and its commitment to building an outstanding and diverse community of learning, discovery, and creation. We strongly encourage applicants whose values align with our institutional values, as outlined in our strategic plan. These values include academic excellence, diversity of thought and experience, inquiry and innovation, collaboration and community, and ethical behavior and stewardship. Georgia Tech has policies to promote a healthy work-life balance and is aware that attracting faculty may require meeting the needs of two careers.

The Georgia Institute of Technology (Georgia Tech) is an Equal Employment Opportunity Employer. The University is committed to maintaining a fair and respectful environment for all. To that end, and in accordance with federal and state law, Board of Regents policy, and University policy, Georgia Tech provides equal opportunity to all faculty, staff, students, and all other members of the Georgia Tech community, including applicants for admission and/or employment, contractors, volunteers, and participants in institutional programs, activities, or services. Georgia Tech complies with all applicable laws and regulations governing equal opportunity in the workplace and in educational activities.

Georgia Tech prohibits discrimination, including discriminatory harassment, on the basis of race, ethnicity, ancestry, color, religion, sex (including pregnancy), sexual orientation, gender identity, gender expression, national origin, age, disability, genetics, or veteran status in its programs, activities, employment, and admissions. This prohibition applies to faculty, staff, students, and all other members of the Georgia Tech community, including affiliates, invitees, and guests. Further, Georgia Tech prohibits citizenship status, immigration status, and national origin discrimination in hiring, firing, and recruitment, except where such restrictions are required in order to comply with law, regulation, executive order, or Attorney General directive, or where they are required by Federal, State, or local government contract.

All members of the USG community must adhere to the USG Statement of Core Values, which consists of Integrity, Excellence, Accountability, and Respect. These values shape and fundamentally support our University's work. Additionally, all faculty, staff, and administrators must also be aware of and comply with the Board of Regents and Georgia Institute of Technology's policies on Freedom of Expression and Academic Freedom. More information on these policies can be found [here](#).

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About Boyden

Founded in 1946, Boyden global executive search was the first firm to focus entirely on retained executive search. Others would soon follow, using many of the basic tenets and principles that Sidney Boyden put in place: maintaining a strict code of ethics and standards; establishing a global presence; creating uniform processes; and working with highly experienced business partners. These aspects of Sidney Boyden's vision are still in use today.

Boyden continues to be a leader in the executive search industry. Through the ever-expanding use of cutting-edge technology, while always adhering to strict ethical standards, we remain true to our rich heritage as the founders of retained executive search. We cover the globe with over 70 offices in more than 40 countries, led by resident professionals adept at working in a global economy. We are poised to help our clients find the people who will lead them today and into the future. In addition to retained executive search, Boyden works with clients seeking advice regarding their Boards. We also assist clients with interim management and leadership assessment.

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