



**University of
New Hampshire**
College of Liberal Arts

Boyden Executive Search Contact

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Position Summary

Experienced and successful fundraiser responsible for planning and implementing a coordinated program of fundraising activities. Uses advanced relationship building skills to identify, cultivate, solicit and steward major and principal gift individual, corporate, and/or foundation prospects. Establishes and effectively manages relationships, with critical, high-profile prospects. Designs and implements strategic fundraising plans. Leverages special events to involve and cultivate prospects. Collaborates with deans and faculty, and coordinates with other development and alumni relations staff. Identifies stewardship opportunities for major donors. May service complex fundraising market or regions. Typically solicits gifts in the range of \$100,000 to \$5,000,000 and manages a prospect pool of approximately 60-80 individuals. The monetary goal for a Director of Development varies by school/unit and may range from \$750,000 to \$3,000,000 annually. 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 will manage two Associate Directors of Development.

Responsibilities

- Design and implement comprehensive fundraising plans for assigned college, school, program, region, or constituency.
- Use advanced 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 and commitments, personally and consistently, with a typical gift solicitation range of \$100,000 to \$5 million. Maintain ongoing relationships and provide exceptional donor stewardship to encourage future giving.

- Establish and maintain a high degree of collaboration with other development officers and staff, as well as deans, school chairs, faculty, and other Institute academic and executive officers.
- Submit timely contact reports, prospect plans, and solicitations into tracking system.
- Prepare written development materials including case statements, proposals, and fundraising initiative/ campaign related literature for assigned college, school, and/ or program(s).
- Manage special events and/ or advisory board meetings to involve and cultivate prospects.
- Perform other duties as assigned.

Required Qualifications

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

Preferred Qualifications

- Master's Degree.
- Eight plus years of proven experience and results in soliciting and closing seven-figure major gifts in a higher education setting and a campaign environment.
- Multiple years of proven experience successfully managing and helping professionals grow in their respective fields.

Knowledge, Skills, and Abilities

- Broad knowledge of fundraising approaches and the highest levels of interpersonal skills, ethical standards, and good judgement.
- Excellent skills in building long-term relationships, and persuasive written and verbal communications skills.
- Effective skills in leadership and team management.
- Efficient skills in prioritizing, negotiating, influencing, strategic planning, project management program administration and organization, as well as self-motivation, ability to work independently and as a team member, and capacity for multi-tasking.
- Use of office-related computer applications is required.

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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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