

POSITION AND CANDIDATE SPECIFICATION

UNIVERSITY OF MINNESOTA



VICE PRESIDENT, DEVELOPMENT Transformational and Principal Giving

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POSITION SPECIFICATION

The Opportunity

Under Steve Goldstein's leadership, the University of Minnesota Foundation has renewed momentum and focus. In an atmosphere of electric energy and creativity, the Foundation is seeking donors who can help to transform the University as a center for learning and a key state resource for innovation and scholarship. The foundation is seeking a development leader who has the ability to envision and close transforming gifts (eight and nine figure gift opportunities) that match the needs of the University to the aspirations of its donors. This person will bring astute political skills to navigate the complexity of the University's multiple campuses, colleges, foundations (MMF and others) and a treasure of assets. The successful candidate will be highly collaborative, creative and motivational for a team of very skilled professionals. Success will be judged not only on the placement's ability to engage donors in transformational giving, but also on his/her skill at leading a team that is focused on aligning donors' interests with the University's goals.

Client Organization

Incorporated in 1962, the University of Minnesota Foundation (UMF) is an independent, non-profit foundation which advances the University of Minnesota's mission of teaching, research, and outreach to the community by raising and managing private dollars for scholarships, world-class faculty, leading-edge research, new facilities, and academic programs on all five campuses. With \$1.4 billion in assets and an annual operating budget of \$21 million, the Foundation acts as the central development office for the University of Minnesota and coordinates raising in excess of \$250 million in private gifts annually from 87,000 donors. In addition, the Foundation works with the University to identify other sources of revenue to support its vision for the future and its aspirational goal to be among the top three public universities in the world. Current initiatives include real estate opportunities and intellectual property commercialization.

The Foundation is governed by a Board of Trustees comprised of 45 community and corporate leaders, alumni, and friends who support UMF's mission *to engage the resources of the private sector to build and sustain excellence at the University of Minnesota*. The Board of Regents of the University appoints one-quarter of the Foundation's trustees as its representatives, with no more than three standing regents serving at any one time. The alignment of the Foundation's fundraising priorities with the strategic initiatives of the University is a key factor in the efficiency and effectiveness of maintaining high levels of private support.

Professional oversight of UMF investments is managed by University of Minnesota Foundation Investment Advisors (UMFIA), a non-profit subsidiary formed in 1998 to focus on long-term investment goals. UMFIA has a staff of 6 and its own board of directors.

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UMF is one of four independent foundations developing private support for the University of Minnesota. Others include the Minnesota Medical Foundation (MMF) which supports health-related research, education and service; the Minnesota Landscape Arboretum Foundation which supports horticultural and environmental research and education; and, the Minnesota 4-H Foundation which supports youth development.

More information about the University of Minnesota Foundation can be found at www.giving.umn.edu/foundation.

Position Summary

The Vice President, Development is responsible for leading the principal and transformational giving area of development for the University of Minnesota Foundation. This includes leading a team of development professionals who work with individuals, corporations, and foundations on strategies for significant giving to the University. In addition, this person will be responsible for managing a portfolio of top University donors and prospects; developing and implementing strategies to maximize giving potential; leading collaborative efforts across the U of M for optimizing donor giving opportunities; and providing development counsel to the UMF President, University President, and volunteers.

Key Relationships

Reports to:	President & CEO, University of Minnesota Foundation
Direct Reports:	Directors of Individual Giving, Foundation Giving, Corporate Giving; and Administration/logistics staff
Peer Relationships:	Foundation management
Other Key Relationships:	President, University of Minnesota Other U-wide leadership including the provost, academic leadership, and collegiate/unit directors of development Leadership of other foundations within the University University of Minnesota Alumni Association Volunteers

Major Responsibilities

- Lead a team of development professionals who are responsible for the identification, cultivation, and solicitation of transformational and principal gifts for the University. Oversee the selection, performance management, coaching, compensation

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administration and work plan development of a team who will handle transformational giving opportunities with assigned individual, corporate, and foundation relationships.

- Oversee the team's creation of strategies for transformational and principal giving from individual, corporate, and foundation donors; involve and provide counsel to the Foundation CEO and University President to advance key donor relationships through cultivation, gift solicitation, and stewardship. Provide consulting support to UMF Board of Trustees on gift development, engaging volunteers in efforts to secure significant gifts. Maintain effective relationships and partner with leadership of the Minnesota Medical Foundation on comprehensive University-wide development initiatives and areas of mutual development strategy and interest.
- Manage a portfolio of transformational and principal gifts prospects and donors ensuring the implementation of effective cultivation and solicitation. Develop and implement individualized strategies, including ways to increase involvement of prospects and donors in the activities of the University.
- As a member of Foundation management, advise and participate in the planning, implementation, and assessment of ongoing UMF work plans and long range strategic plans.
- Review, evaluate, and enhance programs and policies to ensure donor/prospect coordination which optimizes transformational giving opportunities across colleges, campuses, and affiliated University organizations.
- Ensure all strategic activity is thoroughly documented and reported, filing solicitation proposals in a consistent and timely manner for submission to prospects. Coordinate gift progress and activities through the designated Foundation donor management system and technology.

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CANDIDATE SPECIFICATION: KEY SELECTION CRITERIA

Ideal Experience

The ideal candidate will have experience in most of the following areas:

- Minimum ten years strategic leadership experience required, in positions of increasing responsibility in development/fundraising, business development and/or related leadership experience in a large, complex corporate or nonprofit setting.
- Demonstrated staff management and leadership, including effective staff selection, professional development, performance management, and succession planning.
- Demonstrated ability to successfully and effectively manage donor/client relationships and secure significant financial gift commitments. Broad understanding of philanthropy and strategic fundraising principles, including campaign planning, implementation, and volunteer leadership coordination with strong passion and affinity for higher education.
- Demonstrated ability to work effectively with business, community, university, and/or governmental leadership. Strong oral and written communication skills, including effective presentation skills.
- Ability to work effectively in complex environment and to collaborate with others to meet customer/donor needs.
- Previous budget planning and oversight, in addition to strategic planning experience required.
- Bachelor's degree required, advanced degree strongly preferred.

Critical Competencies for Success

The successful candidate will have demonstrated these competencies in prior roles and provide tangible examples of achievement regarding the following:

Relationship Building & Collaboration: In an organization with diverse and numerous stakeholders, the Vice President, Development must be able to build and maintain meaningful relationships internally and externally by:

- Cultivating and nurturing relationships with major donors.
- Leveraging existing relationships to advance the institutional mission.
- Taking a proactive role in building collaborations that benefit the University and the Foundation.
- Connecting on a personal and professional level with Foundation and University leadership, staff, donors and the broader community.

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Fundraising: At a time of global financial uncertainty and amid increasing operational constraints, the Vice President, Development will provide strategic direction and tactical guidance to UMF's development efforts. S/he will inspire the Foundation to realize a new level of philanthropic success by:

- Developing individual and institutional relationships with existing and potential major donors and leveraging those relationships into major gifts.
- Identifying opportunities to expand UMF's traditional bases of philanthropic support.
- Bringing current best practices to bear on key development areas such as planned giving, research, annual fund, principal giving and capital campaigns.
- Ensuring that UMF is positioned to support aspirational fundraising efforts through "best-in-class" solicitation processes, events, marketing communications, and information and data technologies.

Team Leadership: The Vice President, Development will provide the leadership required to build, inspire and motivate a high-performing, collaborative development team by:

- Establishing individual and team goals and ensuring there is a clear understanding of the roles, accountabilities and specific expectations.
- Modeling successful cultivation, solicitation and stewardship of donors and coaching and mentoring others as they develop those skills.
- Fostering a culture of trust and collaboration among team members.
- Role modeling team skills through working successfully with the leadership of the Foundation, the leadership of the Minnesota Medical Foundation and with academic leadership.

Other Personal Characteristics

- High integrity and unquestionable ethics.
- Innovative and creative with an ability to take appropriate risk.
- Open, visible and approachable.
- Confidence and personal presence to interface effectively with major donors.
- Outgoing, energetic, inspirational, and optimistic.
- Affinity to the University and to Minnesota