



THE UNIVERSITY OF WESTERN ONTARIO

Associate Vice-President, Principal Gifts

THE OPPORTUNITY

The University of Western Ontario is seeking an **Associate Vice-President, Principal Gifts**, to lead and play a strategic role in designing, implementing, coordinating and managing development activity related to principal gifts. *This role can be based from either London or the Greater Toronto Area.*

Reporting to the Vice-President (External), the AVP will manage a dedicated team of Principal Gifts Officers and will have the unique opportunity to be at the forefront of a team raising the most significant gifts for the University. In this newly created position, the Associate Vice-President, Principal Gifts, will be an integral part of the University's External Relations team and also be a member of the University's leadership group, interacting with leaders at all levels including the President, Deans, Chairs, Professors, all Vice-Presidents and student leaders, on development projects and strategy. The position has a vital role of building upon a culture to encourage university leaders to embrace philanthropy as part of their role.

ABOUT THE UNIVERSITY OF WESTERN ONTARIO

Since our first graduating class in 1883, Western has become a vibrant centre of learning with 35,000 students and 268,000 living alumni. Western is the third largest research-intensive university and provides the best student experience in the country. We offer over 200 different programs in 12 faculties and schools and three affiliated university colleges. As one of London's largest employers, Western provides a diverse and unique environment for more than 9,000 full and part-time staff and faculty.

Western is one of the oldest and most beautiful universities in Canada. Located on over 400 acres along the banks of the Thames River in London, Ontario, Western provides a unique, community feeling. Western students are exceptional leaders: in the past nine years, we have had five Rhodes Scholars, and collectively raise the most funds for charity of any university student body in Canada. In October 2010, the *Globe and Mail's* University Report Card recognized Western's athletics and recreation programs with the only A+ ranking in the nation.

Western is committed to developing tomorrow's global citizens and leaders. With this strategic objective in mind, our University is focused on priority goals which include:

- Enhancing the overall student experience and increasing the globalization of this experience;
- Developing and maintaining strong research programs;
- Developing new revenue streams in a more creative and entrepreneurial manner;
- Enhancing community partnerships;
- Augmenting programs to be more globally focused.

ADVANCEMENT AT WESTERN

The Department of External Relations at Western consists of a team of about 100 professionals and support staff involved with Alumni Relations & Development, Advancement Services and Communications & Public Affairs. This team leads the way in serving our alumni, donors, faculty, staff, students and volunteers, and works in partnership with Foundation Western.

In demonstration of its growth and momentum in advancement, the Advancement team has raised \$63 million in new cash and pledges this past year, an increase from \$54 million the year before. We have also undertaken a multi-year capital campaign for more than \$500 million.

IDEAL CANDIDATE PROFILE

The Associate Vice-President, Principal Gifts, will be a goal-oriented self-starter who is passionate about fundraising and committed to success. An initiator and closer with superior sales and negotiations skills, the ideal candidate will possess a track record of setting effective major gift strategy and executing gifts at the \$1 million+ level. The successful candidate will enjoy a fast-paced environment, and will be adept at maintaining momentum on multiple simultaneous projects and priorities.

A nimble and creative thinker, the AVP will generate ideas to build momentum for special projects and open up options for donors. Bright, committed, and thoughtful, the ideal candidate will bring a rational objectivity to bear in considering options and alternatives. The successful candidate will be highly strategic, and will conceptualize actions and decisions from a long-term, competitive and strategic perspective.

Poised, professional, and culturally competent, the Associate Vice-President, Principal Gifts, will be comfortable working and building relationships with a diverse group of volunteers and donors. The successful candidate will bring intelligence, sophistication and sensitivity to conversations with donors, and will be capable of distilling complex ideas and projects into language that makes them accessible to others. Authentic and trustworthy, the AVP will be highly responsive and impeccable on follow through.

The Associate Vice-President will value the experience and knowledge of peers and colleagues, and will leverage this to maximize the impact of advancement at Western. Working cross-functionally across the University to assemble effective project teams that work with volunteers and donors, the AVP will be a respectful partner and collaborator who can effectively convene conversations and build consensus.

The successful candidate will provide motivation and mentoring to both staff and volunteers. Employing a team approach with other development directors, the AVP will discuss strategies, seek input, and share ideas. The ideal candidate will also possess an understanding of working with specialists in other areas of advancement and the University, and will clearly communicate needs to others on the team.

While the AVP will enjoy working independently to pursue opportunities among their own pool of prospects, the ideal candidate will also take pleasure in building and managing a team of effective and creative Principal Gifts fundraisers. Accessible and collegial, the successful candidate will be an inspirational leader who will empower others to build capacity for our University.

The Associate Vice-President, Principal Gifts could be based in Toronto or in London, Ontario. In either case, the successful candidate must be willing and able to travel frequently. A valid passport and driver's license is therefore required for this position. Candidates must also possess an undergraduate degree.

KEY RESPONSIBILITIES

The ultimate goal of this position is to lead and play a key role in designing, implementing, coordinating and managing development activities related to principal gifts. The AVP, Principal Gifts, will play a role coordinating university-wide projects and initiatives across all academic and administrative units, and supporting the Vice-President (External) in developing strategic campaign plans for the University.

To accomplish this, the AVP, Principal Gifts will:

- Support the VP, (External) and the President & Vice-Chancellor on principal gift cultivation and solicitation;
- Engage and support university volunteers (the Chancellor, members of the Board of Governors, campaign cabinets and advisory boards) through working with the Associate Vice-President, Alumni Relations and Development and Executive Director, Faculties & Divisions Development, to create and implement the best structure for principal gifts development;
- Manage a staff of dedicated principal gifts officers for lead gifts, and also directly manage her/his own pool of prospective donors;
- Monitor the principal gift activity pipeline across all staff, faculties and external divisions, working with the Executive Director, Faculties & Divisions Development;
- Ensure that annual and long-term goals for principal gifts are set, monitored and evaluated;
- Provide staff support and leadership to all external volunteers involved with principal gift solicitations, either directly or indirectly;
- Work with the Director, International Relations to implement the University's principal gift programs on a global basis;
- Partner with the ED, Faculties & Divisions Development to set plans, coach, mentor and monitor the development of principal gifts capacity in all faculties and divisions;
- Ensure an appropriate development structure is in place to demonstrate Western's value for matching donors' highest philanthropic aspirations with the strategic needs of the University;
- Ensure an appropriate recognition and stewardship structure to demonstrate Western's value and respect for donors to provide them with a meaningful lifelong relationship and experience with the University;
- Be flexible about work schedule and travel, as this position requires frequent travel and work on evenings and weekends.

LIVING IN LONDON AND MIDDLESEX COUNTY

Located in Southwestern Ontario about 2 hours west of Toronto, London is Ontario's 10th largest city with a population of more than 450,000. With thriving neighbourhoods, housing choices for all budgets, educational facilities at all academic levels, a wide variety of elementary and secondary schools, a children's museum, a children's festival and many other family-oriented activities, London is considered a great place to raise a family. London offers excellent business opportunities, world-class public healthcare, internationally-recognized educational institutions, a reliable public transit system and an enviable philanthropic culture. It offers outstanding recreational facilities — London has an extensive trail system that runs along the Thames, right onto campus. London also provides plenty of outstanding cultural opportunities to immerse yourself in artistic and cultural communities with festivals, events, music, theatre, art and entertainment.

Middlesex County is comprised of more than 30 communities with the tranquil beauty of country roads, rolling hills and farmland. Agriculture is a common way of life in Middlesex County but industrial manufacturing, value-added agriculture and retail/service business sectors also thrive.

London lies at the junction of Highway 401 and 402, connecting it easily to Toronto, Detroit, and Sarnia. In addition to train and bus stations with frequently daily connections to major cities, London also has an international airport with regular schedules on major airlines.

FOR MORE INFORMATION

To explore this opportunity with the University of Western Ontario, please contact Tara George, Senior Vice-President & Lead Search Consultant, or Julie Wirtanen, Search Consultant, at KCI (Ketchum Canada Inc.) at UWOAVP-PG@kciphilanthropy.com. All enquiries will be kept in strict confidence.

Candidates are asked to submit resume and letter of interest by July 25, 2011 via email to the address above. As there are two Associate Vice-President positions available at Western, candidates are asked to clearly note the position of interest in the email subject line.

Western is committed to Employment Equity, welcomes diversity in the workplace, and encourages applications from all qualified individuals including women, members of visible minorities, aboriginal persons, and persons with disabilities. Western is committed to ensuring that each individual will have genuine, open and unhindered access to employment opportunities. Western recognizes that true equality means respecting people's different needs and, therefore, will take all reasonable steps to ensure accommodation to applicants where appropriate.

