Director, Ontario Agricultural College (OAC) Advancement

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Professional and Managerial Group

Director, Ontario Agricultural College (OAC) Advancement

Alumni Affairs and Development

Hiring #: 2019-0185

Please read the Application Instructions [1] before applying

The Director of OAC Advancement is accountable for the alumni engagement, annual, major, principal and planned gift fundraising for the College. Reporting jointly to the Associate Vice-President (Advancement) and the Associate Dean, External Relations in OAC, the Director is the most senior advancement position in the College and is responsible for guiding the OAC advancement team toward an annual target of $10 million in sustained fundraising revenue over a five to eight-year period (current average of $5 million/year for past five years).

In partnership with the OAC Dean and Associate Dean, members of the executive team, and other key members of the College, the Director promotes and supports OAC’s strategic priorities and enhances its reputation as a world-class College working on issues related to food, agriculture, the environment and communities. The incumbent provides strategic advice and support for advancement strategies, top prospective donors and donors to the Dean, Associate Dean and senior administrators in OAC, as well as the President, Vice-Presidents and AVPs. The incumbent provides leadership and guidance to a team of direct reports in alumni, development, and stewardship.

The Director is responsible for several key functions related to advancement at the University of Guelph. In particular, the Director:

- Models the values of respect, integrity, appreciation, forward focus and empowerment.
- Leads and implements OAC advancement strategy, ensuring alignment of advancement activities with College strategic goals and objectives.
- Deploys team resources as needed to meet the needs of this portfolio, as well as all principal, major, and planned gifts.
- Serves as a principal and major gift fundraiser for the College, providing oversight and strategic direction toward the fundraising goal to successively build to a sustained $10-million per year (by 2023-24).
- Provides oversight of all solicitation of gifts of $1-million or greater within the College.
- Manages all prospect and donor activity to ensure donors are being identified, cultivated, solicited and stewarded, as well as overseeing and monitoring gift planning initiatives. The Director also involves senior university leadership and senior fundraising volunteers to advance fundraising initiatives.
- Develops and implements an overall strategy, annual and multi-year plans accommodating alumni engagement, annual, major, principal and planned giving objectives and activities through a wide array of programming.
- Plans correspondence with alumni and donors on behalf of the College. This includes managing alumni and donor concerns/complaints with tact and authority of OAC.

Experience, skills and qualifications:

The preferred candidate will have:

- A university degree, with preference given to candidates who also hold a Certified Fund Raising Executive designation;
8 years of experience in University or other public sector fundraising, with a proven track record of success securing principal and major ($1M+) gifts from a variety of stakeholders.

- Experience leading and managing team members, volunteers and working with senior staff;
- Demonstrated ability to think and act strategically and creatively in a dynamic high-pressure work environment, exercising tact, diplomacy, discretion and good judgment;
- Significant experience in business management and development, including budget planning and analysis;
- Capacity to build consensus and influence direction and priorities;
- Advanced knowledge of business community, and related issues and challenges;
- Superior strategic planning, people management and administrative skills to lead an advancement team ensuring fundraisers and other team members have both individual and group success;
- Exceptional interpersonal skills and ability to deal effectively with diverse groups of people, including significant donors and prospects, senior administration, colleagues, alumni; ability to anticipate, identify and respond to needs and interests of varied audiences;
- Inspiring leadership and motivation skills, with proven ability to lead groups towards completion of long-term goals in dynamic environments;
- Excellent written and oral communication skills;
- Experience managing the personnel and resource requirements of competing projects and transitions between projects.

Position Number 394-070
Classification P09

Professional/Managerial Salary Bands [2]

*Tentative evaluation; subject to committee review.

At the University of Guelph, fostering a culture of inclusion [3] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2019 03 27
Closing Date: 2019 04 17

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