

## **Vice President – Advancement**

Point University is a private liberal arts institution that educates our students within a Christian worldview, so they are equipped to take their faith into the marketplace and all of life while achieving their professional goals. We are training the next generation of Christian leaders to take the cross to more job sites, churches, industries, and nations than ever before.

The Vice President for Advancement at Point University serves as the Chief Advancement Officer and is responsible for designing and implementing comprehensive institutional advancement programs and recruiting and developing talented team members focused toward the ultimate goal of significantly increasing constituent involvement and fundraising outcomes. The advancement function includes responsibility for annual fund, corporate and foundation relations, major gifts and gift planning, endowment, capital campaigns, and alumni and constituent relations efforts, stewardship, and advancement services.

### **Responsibilities and Primary Activities:**

- Advance the mission, vision, and short and long-term goals of the University in concert with the University President and senior administrative colleagues.
- Work closely with the President in all phases of her advancement and campaign leadership activities.
- Maintain close working relationships with members of the Board of Trustees and key alumni/parents/friends.
- Maintain a dynamic portfolio of high net worth individuals and secure major, capital, and planned gifts, as well as advanced annual gifts and endowment support.
- Participate in strategic discussions and develop programs to strengthen the financial resources of the University.
- Create and execute fundraising plans that utilize best practices in annual, major, and planned gift programs to meet fundraising goals.
- Ensure dynamic processes in all phases of donor qualification, cultivation, solicitation, and stewardship.
- Hire, train, inspire and guide direct reports and the entire advancement team toward accountable, goal-oriented outcomes.
- Develop annual plans and budgets for Alumni and Parent Relations, Church Relations, Annual Fund, Gift Planning, Major Gifts, Grants Development, and Advancement Services
- Engage University colleges, schools, and programs, and enhance the culture of philanthropy. Maintain cooperative working relationships with faculty, coaches, and campus departments whose cooperation is essential to effective outreach and fundraising.
- Collaborate with the communication and marketing departments to ensure effective internal and external messaging about the institution.
- Serve as an exemplary University advocate in the community, with local leaders, religious organizations, business and corporate partnerships, and other leaders, and build relationships that closely link the community with the University.

- Be active and involved in the advancement profession and keep Point University visible among higher education peer institutions.
- Embody values of caring, compassion, integrity, and competence.
- Treat members of the campus community with fairness, dignity, and respect seeking a spirit of unity and harmony to achieve a common mission.
- All other duties as assigned by the President.
- Travel is required: the Vice President must be willing to travel as needed in his or her work with donors and as a representative of the University.

## **Knowledge, Skills, and Abilities:**

The successful candidate will display a record of leadership and accomplishment in advancement with a proven track record of fundraising success, especially with campaign planning/execution and in major gift solicitations. Strong organizational, supervisory, and leadership capabilities are required. Exemplary interpersonal skills are essential as is the ability to affect favorably sophisticated volunteers and donors.

## **Education and Experience:**

Bachelor's degree is required and master's degree is preferred. A minimum of ten years of experience as a senior level advancement professional in Christian higher education is preferred. The ability to work effectively with many diverse constituencies in a university environment should be evident. Other important characteristics include a strong work ethic, competitive nature, personal integrity, emotional intelligence, a sense of humor, excellent communication skills, strategic thinking and planning skills, and a vocational call to Christian higher education. Evidence of a commitment to lifelong learning and professional growth is also required.