

BAKER AND ASSOCIATES LLC

THE OHIO STATE UNIVERSITY

CHIEF ADVANCEMENT OFFICER COLLEGE OF ENGINEERING

The Ohio State University invites nominations and applications for the position of Chief Advancement Officer (CAO) for the College of Engineering (COE). The Chief Advancement Officer for the College of Engineering will lead all development related activities for the college, working closely with College communications and alumni relations. In addition the CAO will formulate and implement a strategic plan, including appropriate staffing levels, to complement the strategic plans of COE and the University.

This CAO will bring together and direct a collaborative, motivated team while providing direct major gift fundraising leadership. This person will work closely with the University advancement team, the COE Executive Committee and Advisory Council and various Alumni groups. The CAO will be charged with meeting COE's fundraising goals to help fulfill the strategic goals of the college that includes leading the COE advancement team toward their \$350 million campaign goal as part of The Ohio State University's \$2.5 billion campaign.

Reporting Relationships

This position has a dual reporting relationship to the Dean of COE and the Senior Associate Vice President for Development for The Ohio State University & Vice President of the Ohio State University Foundation.

Key Responsibilities

Institutional Advancement

- Communicate COE's vision, goals and accomplishments to a broad base of constituents.
- Develop and execute a strategic advancement plan in partnership with the COE leadership to secure sustainable support from individuals, corporations, foundations and other revenue streams.
- Identify, cultivate, solicit and secure major gifts of \$500,000 and above - with major emphasis on gifts \$1,000,000 and above and principal gifts of \$5,000,000 and above.
- Coordinate and leverage donor solicitations with the University Advancement office.
- Design and direct all fundraising initiatives to align with COE's strategic priorities including annual giving programs, donor cultivation and appreciation events, capital campaigns, planned giving, corporate and foundation giving events, award's receptions.
- Conduct analysis and organize institutional advancement activities for the Dean.
- Engage in university-wide initiatives to further COE's strategic development initiatives.

- Support the Dean's Advisory Board efforts.
- Partner with department chairs and faculty members to encourage their external outreach to key constituents who can support programmatic needs.

Alumni Relations

- Communicate COE's vision, goals and accomplishments to the various alumni groups associated with COE.
- Develop a strategy that allows COE to build, grow and sustain a coherent alumni network, while retaining the strengths of current department-level alumni clubs.
- Cultivate strong bonds with alumni, students and donors.
- Collaborate with The Ohio State University Alumni Association to assist with the development and management of all events and activities.
- Recruit, train and inspire alumni leaders and volunteers to enhance fundraising.
- Engage students to establish a foundation of support and loyalty to COE for future development opportunities beyond graduation.

Operations and Administration

- Oversee the best in class, day-to-day operations for the COE advancement function.
- Manage, attract, develop and inspire a team of development professionals.
- Foster innovation, strategy and teamwork with the COE team and the University team.
- Leverage and/or upgrade technology to manage an effective development program - including a high integrity database, donor stewardship, acknowledgment and tracking.
- Closely partner with COE's and the university's communications' staff to effectively inform COE's targeted audiences and constituencies.
- Oversee timely reporting and analysis of financial goals and performance metrics.
- Design and manage a robust and sustainable stewardship program.

Key Qualifications, Competencies and Attributes

The ideal candidate will have passion for fundraising (or sales and marketing) and demonstrate a sophisticated approach to leading the office. This leader will demonstrate confidence, emotional maturity, a collaborative spirit and a level of professionalism that inspires and motivates donors or the prospective donor audience. An active listener and strategic fundraiser, the CAO will naturally discern alignment of the donor desires with the optimal options for supporting COE.

- Undergraduate or equivalent degree required; advanced degree preferred.
- An interest in and dedication to the mission of the COE.
- Minimum of six years of progressive responsibility in development or business expansion management.
- Fundraising expertise with a proven record of success in securing major gifts.
- High integrity with desire to do what is right for COE as well as the University-at-large.

- Ability to influence and engage a wide range of donors and foster long-term relationships.
- Hands-on team member with discipline to follow up and follow through on promises.
- Success with establishing and leading a high performance team.
- Skilled collaborator who enjoys cultivating trusted relationships with peers at the University and with external stakeholders.
- Proactive approach to donor identification and relationship management.
- Timely and fair decision-maker who utilizes sound and accurate judgment.
- Innovator with initiative to enhance thought processes and leveraging legacy practices.
- Strong written and persuasive verbal communication skills.
- Professional demeanor with successful presentation and negotiation skills.
- Strong analytical skills and ability to synthesize complex information to foster problem-solving and decision-making.

The Ohio State University

The Ohio State University is a world-class public research university and the leading comprehensive teaching and research institution in the state of Ohio. With nearly 62,000 students enrolled at its main Columbus campus and four regional campuses, Ohio State has 18 colleges, 11 schools, and 170 majors, providing exceptional breadth and depth of opportunity in the sciences, liberal arts, and professional schools. Ohio State is currently ranked by *U.S. News & World Report* among the top 60 universities in the United States, among the nation's top 20 public universities, and as the best public university in Ohio. Ohio State ranks 7th among public U.S. universities in federally-funded research expenditures and second in industry-sponsored research expenditures. Located in Columbus, Ohio, and serving as the state's land-grant national research institution, The Ohio State University is governed by a Board of Trustees appointed by Ohio's governor.

The University's 3,500 faculty include members of the National Academy of Sciences, the National Academy of Engineering, the Institute of Medicine, the American Academy of Arts and Sciences; Sloan, Guggenheim, and Fulbright scholars; and distinguished fellows from numerous learned societies. Ohio State is a member of the Association of American Universities, and is the only public university in Ohio to which the Carnegie Foundation for the Advancement of Teaching has given both its highest overall classification of *Research University Very High* and highest undergraduate admissions classification of *High Undergraduate*.

Additional information about The Ohio State University may be obtained from its website, www.osu.edu

The College of Engineering

Ohio State's College of Engineering began in 1873, when the Department of Mathematics and Engineering was established as one of the seven original departments at the newly

created land-grant institution. Since the first engineering degrees were awarded in 1880, Ohio State has been an international leader in engineering education. The College of Engineering currently has 7,800 students enrolled in ten engineering departments and the Knowlton School of Architecture, as well as more than 52,000 graduates throughout the world, practicing engineering and improving the lives of millions around the globe.

The College is made up of ten engineering departments and the Knowlton School of Architecture. The departments include Aerospace, Aviation, Biomedical, Chemical and Biomolecular, Civil and Environmental and Geodetic Science, Computer Science, Electrical and Computer, Integrated Systems, Materials Science and Mechanical Engineering. At the Knowlton School, the academic units include Architecture, Landscape Architecture, and City and Regional Planning.

Ohio State's College of Engineering graduate program is rated 29th nationally and 17th among public universities by *U.S. News & World Report*. The engineering program is the top-ranked engineering program in Ohio. Among its 280 full-time faculty, 11 are members of the National Academy of Engineering.

More than 25 research laboratories address the needs of industry and government on topics such as electromagnetics, radar, lasers, antennae, ergonomics, biodynamics, advanced polymer and composite engineering, nanotechnology, manufacturing, gear dynamics, die casting and applied software technology. Faculty in the College of Engineering received \$128 million in externally funded research in FY 2009, and the College graduated 339 students with master's degrees and 143 PhD students in the 2008-2009 academic year.

Confidential inquiries, nominations, and application materials should be directed to the University's executive recruitment consultant:

Martin M. Baker, Vice President
Baker and Associates LLC
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Marietta, GA 30068
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The Ohio State University is an equal opportunity, affirmative action employer. Qualified women, minorities, veterans and individuals with disabilities are encouraged to apply.