

Position Title: Vice President for Institutional Advancement

Organization: Hilbert College

AFP-WNY Post Date: 1/4/2019

Deadline to Apply: Open until filled

Hilbert College is seeking qualified applicants for the position of Vice President for Institutional Advancement. This position reports to the President and serves as a member of the senior leadership team. The Vice President functions 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.

In addition to having oversight for the annual fund, major gifts, corporate and foundation relations, alumni relations and advancement services, the Vice President will also:

- Uphold the College's Catholic Franciscan-based mission, vision and values and advance the goals of the College.
- Serve as an exemplary College advocate and affirmative presence in the community, with local leaders and business and corporate partners; develop and maintain close working relationships with members of the Board of Trustees.
- 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.
- Ensure dynamic processes in all phases of donor identification, qualification, cultivation, solicitation, and stewardship.
- In partnership with Marketing and Communications, devise and implement effective internal and external messaging and methods of advancement communication.

Candidates will be expected to have 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, team building and leadership capabilities are required. Exemplary interpersonal skills are essential to engage sophisticated donors, volunteers and academic leaders. A Bachelor's degree is required, Master's degree preferred. CFRE certification is a plus. Significant experience as a senior level advancement professional is requisite, including successful experience developing integrated fundraising programs, strategic planning and alumni engagement initiatives.

Interested candidates should submit a cover letter, resume and contact information for three professional references to Maura A. Flynn, Director of Human Resources, jobs@hilbert.edu. Review of application materials will begin immediately and will continue until the position is filled.

About Hilbert: Hilbert College, located in suburban Hamburg, N.Y., south of Buffalo, is a private four-year college founded in 1957 in the Catholic Franciscan tradition. Hilbert is a dynamic Western

New York college that offers career-focused majors, including one of the top criminal justice programs in the region, and more than 50 minors and concentrations. The college's engaging, student-centered campus community offers numerous leadership, internship and service learning opportunities from which students launch successful careers while making positive changes in their communities. Hilbert has expanded its academic offerings with Graduate Programs and Accelerated Degree Programs geared to adult learners.

Hilbert College is an Equal Opportunity Employer. Women and minorities are encouraged to apply.