

Director, Development (Faculty of Veterinary Medicine), Development and Alumni Engagement

Job ID: 19019

Updated: Yesterday

Location: Main Campus

Position Overview

Development and Alumni Engagement and the **Faculty of Veterinary Medicine** are currently seeking a Full-time Regular **Director, Development**.

The University of Calgary is Canada's leading next-generation university, a living, growing and youthful institution that embraces change and opportunity with a can-do attitude. The University of Calgary entered the public phase of a \$1.3B Comprehensive Campaign on April 29, 2016. Energize: the Campaign for Eyes High is a university-wide initiative designed to significantly increase philanthropic revenue to the University. It is the single most ambitious philanthropic program ever undertaken by the University and among the largest comprehensive fundraising campaigns in Canadian history. The campaign will close in the 2020.

The University of Calgary's Faculty of Veterinary Medicine (UCVM) was established in 2005 to meet Alberta's need for highly-skilled veterinary graduates supporting rural Alberta, production animal and equine industries, animal and human health research, and public health. UCVM is dedicated to meeting the animal and public health needs of Alberta through its education, research and outreach programs and is committed to strengthening the connections between human and animal medicine, a concept known as One Health. Now ranked among the top 50 veterinary schools in the world, UCVM has approximately 70 faculty members, 120 DVM students, 12 advanced clinical trainees, and 100 graduate students and is growing.

Recently announced Government of Alberta funding will see UCVM's DVM program increase first-year enrolment from 30 students to 50 and enable capital enhancements to its teaching and learning facilities. Recently announced, W.A. Ranches at the University of Calgary will dramatically grow the scope of the program. These major announcements will serve as a catalyst for ongoing fundraising to grow the scope and excellence of UCVM's programs and enhance its local, national and international profile.

This is a senior position reporting to the Dean of the Faculty of Veterinary Medicine and the Senior Director, Development. The UCVM Director of Development works closely with members of the Development team, faculties, donor relations, and alumni and development services. The Director is accountable for advancing strategic fundraising priorities, is responsible for playing a leadership role in the university's proactive development program, and leads strategic planning for the development program.

The position has access to highly sensitive and confidential information, and interacts with key external stakeholders including donors, alumni, corporations, foundations and community leaders. Diplomacy, tact, discretion, confidentiality, conflict resolution and ability to manage fluid expectations, and prioritize multiple projects and deadlines are key skills required by this role.

The position demands a high volume of work with early morning, evening and weekend hours often required. Some travel required.

Position Description

Summary of Key Responsibilities (job functions include but are not limited to):

- Set and achieve annual and campaign fundraising targets and other fundraising metrics for activity with the Dean and Senior Director of Development (Faculties)
- Work with the central Development and Engagement Office to integrate and coordinate the Faculty's fundraising planning and execution with that of the University as a whole

- Provide leadership in the development of short and long-term strategic fundraising plans for the Faculty
- Develop and implement a comprehensive fundraising plan that incorporates annual giving (from alumni/ae and others), sponsorships, major gifts, specialized campaigns and legacy giving
- Develop prospect lists and assist the Dean, others in the faculty and volunteers in identifying, cultivating, soliciting and stewarding donors to the Faculty.
- Write briefs, proposals, stewardship reports and other persuasive fundraising collateral
- Develop and lead a donor stewardship program to support increased number of donors and increased size of gifts to UCVM
- Working with the Dean to develop and manage any fundraising volunteer groups that will actively engage UCVM alumni/ae and members of the UCVM community.
- Consult with the Dean and the Senior Director, Development on all matters pertaining to fund development
- Uphold Prospect Management Guidelines
- Ensure effective alumni engagement strategies are undertaken at the faculty level and that they leverage and align with university-wide alumni initiatives to maximize efficiency
- Collaborate with other members of the UCVM administration team who have responsibilities for external relations and communications to ensure effective positioning of UCVM with its various stakeholders
- Successfully lead others and manage fundraising resources (budget, senior University officials, staff, and volunteers) in alignment with the Faculty's fundraising initiatives
- Oversee one Development Coordinator staff member responsible for development and alumni engagement activity for UCVM (50%) and the Cumming School of Medicine (50%)
- Practice ethical fundraising in keeping with the University's mission and values and in accordance with charitable giving standards.
- Ensure ongoing familiarity with current trends in fund development and alumni engagement
- Ongoing personal development as a professional fundraiser

Qualifications / Requirements:

- A University degree is required; preferably in Business, Communications or other related field with a minimum of 3-5 years plus fundraising experience. Previous experience working within the non-profit sector, a post-secondary educational setting or a large, complex organization is preferred
- Demonstrated experience in major gift (\$25,000) solicitations is required
- Excellent verbal and written communication abilities
- Sound judgment and decision-making capabilities and the ability to work independently
- Excellent organizational skills
- The ability to coach and train academic leadership in the area of fundraising

Application Deadline: September 11, 2019

We would like to thank all applicants in advance for submitting their resumes. Please note, only those candidates chosen to continue on through the selection process will be contacted.

Additional Information

This position is classified in the **Management Career Band, Level 4** of the Management and Professional Staff Career Framework.

To find out more about management and staff opportunities at the University of Calgary and all we have to offer, view our **Management and Staff Careers website**. For more information about **Development and Alumni Engagement** visit <http://development.careers.ucalgary.ca/>.

About the University of Calgary

The University of Calgary is Canada's leading next-generation university – a living, growing and youthful institution that embraces change and opportunity with a can-do attitude. Located in the nation's most enterprising city, the university is making tremendous progress on its Eyes High journey to be recognized as one of Canada's top five research universities, grounded in innovative learning and teaching and fully integrated with the community it both serves and leads. The University of Calgary inspires and supports discovery, creativity and innovation across all

disciplines. For more information, visit ucalgary.ca. *The University of Calgary recognizes that a diverse staff/faculty benefits and enriches the work, learning and research experiences of the entire campus and greater community. We are committed to removing barriers that have been historically encountered by some people in our society. We strive to recruit individuals who will further enhance our diversity and will support their professional success while they are here. We encourage all qualified applicants to apply, however preference will be given to Canadian citizens and permanent residents of Canada.*

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