

## **Senior Director of Foundation and Corporate Engagement**

NASPA – Student Affairs Administrators in Higher Education seeks an innovative, strategic, and entrepreneurial Senior Director of Corporate and Foundation Engagement with skills and experience to actively negotiate six-to-seven figure grants and major gifts from foundations, corporations, and other private grant-making organizations. The Senior Director must work collaboratively with senior leadership in NASPA, the Center for First-generation Student Success (*Center*) and The Suder Foundation (*co-founders of the Center*) to develop mission-centered funding opportunities that advance the work of NASPA and the Center.

### **Function of the Job**

The Senior Director of Foundation and Corporate Engagement is a front-line fundraising professional responsible for the long-term funding and sustainability of the Center for First-generation Student Success. The primary responsibility of the Senior Director is to grow the philanthropic revenue NASPA secures from corporations and foundations to support the work of the Center for First-generation Student Success. The Senior Director is charged with setting the direction, implementing efforts, and ensuring the success of the corporate and foundation fundraising program for the Center.

The Senior Director reports to the President and CEO of NASPA. The Senior Director will also serve as ex-officio member of the Center for First-generation Student Success team to ensure seamless collaboration and transparent communication between philanthropic outreach and the strategic priorities of the Center. This position does not have supervisory responsibilities.

### **Duties and Responsibilities**

Responsibilities of the Senior Director of Foundation and Corporate Engagement include identifying, cultivating, and soliciting sponsorships, grants, and gifts that support the current and future work of the Center for First-generation Student Success. The Senior Director will also be responsible for drafting proposals that solicit support for the work of the Center. This position will focus on funds that either support existing Center activities or that provide funding for future initiatives. This position will work closely with, including coordination of fundraising efforts, with the Senior Director of the Center, and other key executive leaders within NASPA. The initial fundraising goal for this position will begin at \$500K annually and grow to \$3M annually.

### **Specific Responsibilities**

1. Maintain and track pertinent foundation outreach—including cultivations, solicitations, and other activities.
2. In collaboration with the Senior Director for the Center, develop detailed proposals and reports that tie funding and financial investment opportunities to the work of the Center.
3. Engage in foundation prospect research and cultivation.

4. Maintain on-going communication with existing foundations and donors related to the strategic priorities and outcomes of the Center.

### **Required Qualifications**

1. Bachelor's degree required, Master's degree preferred.
2. Five to seven years of corporate and foundation fundraising experience, or other senior-level experience.
3. Proactive, highly motivated self-starter with a highly engaged, entrepreneurial spirit.
4. Willing and able to travel, as needed to manage portfolio of corporate and foundation prospects.
5. Track record of successful not-for-profit higher education experience and an articulated and/or demonstrated commitment to first-generation student experiences.
6. Strong writing and proposal-writing skills.
7. Exceptional communication, organizational, interpersonal, administrative, and managerial skills.
8. Must be able to multi-task in a fast-paced environment.
9. Ability to maintain confidentiality.
10. Willingness to commit to the mission and goals of NASPA.
11. Demonstrable commitment to the highest standard of ethical and professional conduct in accordance with the CASE Statement of Ethics, the Association of Fundraising Professionals Code of Ethical Principles and Standards, and The Donor Bill of Rights. (*Membership not required.*)

### **Critical Knowledge and Skills**

1. Excellent interpersonal skills to develop relationships with corporate and educational foundations.
2. Ability to work independently, and establish work plans with considerable independence, within the context of a team environment and a network of relationships within NASPA.
3. Excellent written and oral communication, negotiating, and fundraising skills.

### **Office Location/Working Conditions/Physical Requirements**

This position may be based anywhere in the contiguous 48 states but may choose to work in the NASPA Washington, D.C. Office with the option for occasional work from a remote location, if desired. Proximity near the Washington, D.C. area is preferred to foster connections with higher education associations, organizations, foundations, and government entities but all candidates will receive equal consideration.

Regular overnight travel is expected, traveling by air and ground transportation, once safe conditions resume post-COVID-19 pandemic.

### **Employment Status**

This position is classified as full-time exempt status.

## **About NASPA**

NASPA is the leading association for the advancement, health, and sustainability of the student affairs profession. We serve a full range of professionals who provide programs, experiences, and services that cultivate student learning and success in concert with the mission of our colleges and universities. Established in 1918 and founded in 1919, NASPA comprises more than 16,000 members in all 50 states, 29 countries, and 8 U.S. Territories.

Through high-quality professional development, strong policy advocacy, and substantive research to inform practice, NASPA meets the diverse needs and invests in realizing the potential of all its members under the guiding principles of integrity, innovation, inclusion, and inquiry.

NASPA members serve a variety of functions and roles, including the vice president and dean for student life, as well as professionals working within housing and residence life, student unions, student activities, counseling, career development, orientation, enrollment management, racial and ethnic minority support services, and retention and assessment.

NASPA is an equal opportunity employer. NASPA does not discriminate on the basis of race, color, national origin, religion, sex, age, gender identity, gender expression, affectional or sexual orientation, or disability in any of its policies, programs, and services.

## **To Apply**

Interested candidates should submit the following for consideration:

- a letter of interest with salary requirements;
- resume/vitae;
- three references; and
- a one-page statement outlining your involvement in cultivating a major gift or grant. Please include specific examples of *your* activities related to the solicitation process. Examples related to support for higher education entities or programs are preferred.

A complete set of materials should be emailed to Diane Schorr, J.D., director, first-generation advocacy and initiatives, Center for First-generation Student Success®, at [first-gencenter@naspa.org](mailto:first-gencenter@naspa.org).

Materials received by May 29, 2020 will receive priority consideration but review will continue until the position is filled. No calls, please.