
Auburn University Job Description

Job Title: **VP, Philanthropy**

Job Family: No Family

Job Code: **OA01**

Unclassified

FLSA status: Exempt

Job Summary

Reporting to the SVP for Advancement, the Vice President for Philanthropy provides both university-wide and divisional level leadership in growing philanthropic support for Auburn University. Serving as a member of Auburn Advancement leadership, the VP drives development officer performance, and builds the donor base for support to earn benefactor loyalty. Builds training and development programs to maximize philanthropy for Auburn University and assists Auburn Advancement's vision of leading and shaping the future of advancement.

Essential Functions

1. Leads and directs all fundraising teams for Auburn University, coaches development staff, and builds partnerships with campus leaders to increase philanthropic support for Auburn University.
2. Responsible for new program development and assessment regarding principle gifts, pipeline growth, and donor success.
3. Serves as an executive liaison to the development committee of the Auburn University Foundation (fiduciary governing agency).
4. Utilizes data, systems, and technology to cultivate a robust prospect pool and innovative strategy to nurture sustained fundraising growth.
5. Grows and maintains donor relationships as well as partnerships with academic and university leaders to earn confidence and trust. Collaborates with all university partners (employees, alumni, friends, etc.) to efficiently and effectively meet Advancement needs.
6. Builds organizational commitment to values, culture, and employee engagement. Drives a high performance culture focused on aspirational goals, results, and constant improvement.
7. Leads the collection, tracking, and analysis of fundraising performance metrics to reach established goals, and presents relevant data to stakeholders.
8. Travels regularly to call on donors, prospects and coach development staff.
9. Identifies, develops, and mentors talent within reporting lines and across the organization with a focus on succession planning. Leads, supervises, and directs a leadership team responsible for collegiate programs, regional development, major gifts, gift planning, and advancement services.
10. The nature of this role is highly externally focused, requiring frequent travel and meetings on and off campus during regular and non-traditional business hours, and is therefore expected to operate with high-levels of autonomy.
11. Leads change initiatives with an emphasis on organizational growth and performance.

Supervisory Responsibility

Supervises others with full supervisory responsibility.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Four-year college degree	No specific degree. Degree in Business Administration, Marketing, Communications, Public Relations, or related field. Master's degree is desired.
Experience (yrs.)	10	Experience leading or managing a large and complex fundraising organization with 1) proven success in developing fundraising strategies and operational plans to increase philanthropy, engage constituents, and exceed annual fundraising goals, and 2) proven success in cultivating and soliciting major and principal gifts from individual and corporate prospects.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Knowledge of Internal Revenue Service (IRS) gift regulations, fundraising techniques and strategies, and accounting and budgeting principles and practices. Ability to plan and implement fundraising programs and marketing strategies.

Demonstrated deep understanding of organization and cultural philanthropy, using a proactive, innovative, and entrepreneurial approach to fundraising.

Ability to develop and sustain strong relationships with donors, AU Board of Directors, and senior leadership.

Skills to manage and implement change, as well as motivate and mentor staff while increasing performance.

Flexibility and the demonstrated ability to think creatively and thrive in a fast paced, complex social enterprise environment, juggling numerous projects and satisfying varied constituencies simultaneously.

Must be an outstanding communicator and possess excellent written and verbal communication skills; interpersonal skills; and the ability to work collegially and interact effectively with a diverse constituency.

An appreciation for and support of diversity in the workplace in all its forms; proven success working with stakeholders; excellent strategic planning and project management skills; experience in a data-driven environment; organizational skills; and the ability to lead, influence and motivate others are required.

The ability and willingness to travel.

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Certification or Licensure Requirements

Active Driver's license required.

Physical Requirements/ADA

No unusual physical requirements. Requires no heavy lifting, and nearly all work is performed in a comfortable indoor facility.

Externally imposed deadlines; set or revised on short notice; frequent shifts in priority; numerous interruptions requiring immediate attention; unusual pressure on a daily basis due to accountability for success for major projects or areas of operation.

Job frequently requires sitting, talking, hearing, .

Job occasionally requires standing, walking, reaching, handling objects with hands, and lifting up to 10 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 9/28/2021
