



Opportunity Profile

Executive Search for:

Associate Vice President of Development



SOUTH DAKOTA MINES
Center for Alumni
Relations & Advancement

WWW.SAGENCYTALENT.COM

Associate Vice President of Development

South Dakota Mines

Center for Alumni Relations & Advancement

Rapid City, South Dakota

About South Dakota Mines Center for Alumni Relations & Advancement (CARA)

Founded in 1885, South Dakota Mines is one of the nation's leading engineering, science, and technology universities. South Dakota Mines offers bachelor's, master's and doctoral degrees. The university enrolls 2,493 students with an average class size of 24, a placement rate for graduates of 97 percent, and is ranked among the best engineering schools in the country for return on investment.

CARA is driven by a clear mission, guided by a compelling vision, and anchored in strong values.

Mission:

We promote the traditions, interests, influence, and reputation of South Dakota Mines among alumni and friends through meaningful engagement and by inspiring and stewarding philanthropy.

Vision:

We will be a global network of alumni and friends who advance the prominence of South Dakota Mines.

Values:

- **Collaboration:**
We work toward common goals with each other, the University, and stakeholders.
- **Tradition:**
We celebrate the traditions and legacies that connect us as a South Dakota Mines family.
- **Excellence:**
We are committed to the highest quality in all we do.
- **Diversity and Inclusion:**
We value the diversity of unique backgrounds, experience, perspectives, and talents within our community and among our alumni and friends.
- **Stewardship:**
We operate with integrity and transparency as excellent stewards of the resources entrusted to us.

About Rapid City, South Dakota

Rapid City, South Dakota's second-largest city, attracts diverse industries with its strong economy and rich natural resources. Outdoor enthusiasts can enjoy activities like biking, hiking, fishing, and skiing, while the city offers cultural entertainment and is connected to the stunning Black Hills National Forest. With iconic attractions such as Mount Rushmore and Badlands National Park, Rapid City draws millions of visitors each year.

OPPORTUNITY OVERVIEW

South Dakota Mines Center for Alumni Relations and Advancement seeks an Associate Vice President of Development who can drive growth and enhance the organization's influence and impact. With a dedicated staff of seventeen, the selected candidate will be well positioned to make significant impact. This is an ideal position for an accomplished, motivated leader who excels in building relationships and has a proven track record of achievement.

KEY RESPONSIBILITIES TO ACHIEVE SUCCESS

The ideal candidate will engage new and existing donors to grow impact, provide inspiring leadership, and enjoy identifying and leveraging operational efficiencies. The relevant experience and skills to effectively carry out the role include:

Lead and Inspire the Development Team

Nurture a supportive, trusting culture that ensures high levels of engagement, retention, and opportunities for team members to grow, develop, and continue meeting and exceeding fundraising goals.

Portfolio Management

Manage a donor portfolio using Moves Management principles, focusing on intentional donor stewardship practices to increase engagement and retention, while assuring efficient and consistent data management.

Development Planning and Execution

Along with the CEO and Vice President of Development, ensure the creation and execution of a clear and actionable development strategy for the team, outlining specific initiatives, and corresponding revenue targets, to meet and exceed the annual and long-term fundraising strategies.

Fundraising Reporting and Analytics

Create and utilize effective dashboards, assure timely and accurate progress reports, and the optimization of the data management system to track the productivity of individual portfolios and team goals through appropriate metrics and analysis.

Fundraising Financial and Operational Oversight

In partnership with the CEO and Vice President of Development, ensure the timely and accurate development of the department budget, establish an optimal cadence of meetings, create effective agendas, and strategically use research tools and the donor database.

Brand Ambassadorship

Assure a personal outreach plan to engage and optimize key donor relationships in targeted geographies to ultimately drive and increase revenue.

IS THIS ROLE THE RIGHT FIT FOR YOU?

Minimum Qualifications:

- A bachelor's degree from an accredited college or university.
- At least seven years of experience working as a professional fundraiser with progressive promotion to increased responsibilities.
- Comprehensive knowledge and understanding of current theory and practice in the philanthropic field.
- Proven ability to develop and execute a comprehensive fundraising programming, communications and engagement strategy including emerging social media tools and techniques.
- Demonstrated track record of success in leading, mentoring and inspiring staff to achieve goals and fostering an attitude of staff responsiveness.
- Reasonable experience with fundraising techniques, including annual fund activities and organizational campaigns or funding initiatives.
- Excellent communication, presentation, and interpersonal/relationship-building skills

- Superior skills in leadership, operations management, and fiscal management.

Preferred Qualifications:

- An advanced academic degree.
- Significant achievement leading and coaching professional fundraisers with documented success in achieving goals.
- Development experience at a college or university.
- Knowledge of estate and planned giving.
- Experience and success with comprehensive campaigns.
- Proficient in Microsoft Office and experience with Blackbaud/Raiser's Edge preferred.
- CFRE certification.

Knowledge, Skills & Abilities:

- Significant accomplishment in major gifts fundraising and closing complex gifts with demonstrated success in closing gifts of \$100,000 or more.
- Demonstrated experience building successful, productive, and collaborative relationships with donors, staff, and university leadership.
- Extensive supervisory and coaching experience of professional staff.
- Excellent written, verbal, and interpersonal communication skills, as well as analytical, research, and management skills.
- Maturity, ability to handle multiple tasks simultaneously in a deadline-oriented environment.
- Knowledge of and commitment to the use of data to support advancement programs.
- Strong interpersonal skills, particularly with donors, volunteers, and staff members from diverse backgrounds.

COMPENSATION AND BENEFITS

South Dakota Mines Center for Alumni Relations & Advancement offers a competitive salary and comprehensive benefits package.

The Search:

[Sagency](#), an executive search and leadership consulting firm, has been retained by South Dakota Mines Center for Alumni Relations & Advancement to conduct this search for their next Associate Vice President of Development. Sagency consultants will review and evaluate all interested parties to help the search committee review a final group for consideration.

The search will be conducted in a professional manner and all potential candidates will be given consideration by the search firm and South Dakota Mines Center for Alumni Relations & Advancement. Candidate conversations and information will be handled with great discretion and confidentiality. Sagency and South Dakota Mines Center for Alumni Relations & Advancement are equal-opportunity employers.

If after reading this Opportunity Profile, you sense that your experience, skills, and passion are a good match for South Dakota Mines Center for Alumni Relations & Advancement and this role, we would like to engage with you. Please read below for the first part of the application and selection process.

Next Steps - Application and Selection Process:

Step 1: Interested candidates complete the online application which can be found at <https://recruiterflow.com/sagency/jobs/202>

- Upload your resume and cover letter.
- The online application will be posted until the position is filled.

Step 2: A Sagency Executive Search Consultant may schedule an initial phone call with qualified applicants.

Step 3: A Sagency Executive Search Consultant will schedule a 60-minute interview with specific candidates.

Step 4: If you are selected and choose to move on to interviews with the search committee, you will be asked to complete an online assessment.

Step 5: First-round interviews with South Dakota Mines Center for Alumni Relations & Advancement.

Please contact Tami Kilzer at 701.371.3324 or tami@sagencytalent.com with any questions or inquiries. Thank you for your time and your interest in this role.