



Flagstaff, Arizona

## SEARCH SPECIFICATIONS

Director of Development  
College of Engineering, Forestry & Natural Sciences

Prepared By:

Christopher P. Bryant  
Founder  
BRYANT GROUP  
*Building Powerful Teams*



**Northern Arizona University  
College of Engineering, Forestry & Natural Sciences**

**Director of Development**

**Search Specifications**

**The Opportunity**

The College of Engineering, Forestry & Natural Sciences at Northern Arizona University is seeking an energetic and experienced advancement leader to assume the role of Director of Development. The Director of Development is responsible for leading College-wide development efforts with individuals, corporations and foundations with the goal of maximizing private funding for college-specific priorities.

Reporting jointly to the Dean of the College and the Associate Vice President, Development & Alumni Engagement, the Director of Development is responsible for raising private philanthropic support and for alumni relations on behalf of the College with a focus on major gifts of \$25,000 or more. The Director of Development is expected to meet and exceed annual targets for financial contributions from alumni and non-alumni individuals, corporations and foundations, and for personal and team targets for activity, including donor visits and proposals submitted.

Northern Arizona University is currently in the quiet phase of a major comprehensive capital campaign.

This position is ideal for a dynamic professional who thrives in complex and fast-paced environments and has a passion for and a track record in major gift fundraising in an academic institution or other complex nonprofit organization. The Director of Development will be based in Flagstaff, Arizona.

Northern Arizona University has retained BRYANT GROUP to manage the search for the Director of Development for the College of Engineering, Forestry & Natural Sciences.

### **Northern Arizona University**

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Northern Arizona University (NAU) was founded in 1899 as Arizona Normal College with 23 students and 2 faculty members. The College was renamed Arizona State College and, in 1966 became the present day Northern Arizona University.



NAU is a public research university centered on students. Its academic programs, research, public service and creative endeavors enrich lives and create opportunities in Arizona and beyond. NAU develops solutions to challenges and drives innovation in a supportive, inclusive and diverse environment.

Since 2009, NAU has increased its annual research and public service funding by 41% while remaining strategic and focused in critical areas that align with its strengths and regional issues in need of attention. NAU boasts nationally ranked programs, high-research status, and emergence as a leader in Climate Science and Solutions, Ecology, Forestry and Conservation, Green Building, Health Sciences, and Cultural Arts.

One of NAU's strategic goals is to become the nation's leading university serving Native American communities through partnerships with tribal governments and others that benefit

Native American students, researchers, faculty and communities. The university ranks 9<sup>th</sup> in the nation for awarding degrees in all disciplines to Native American students.

The university's overall student population is 46% first generation to attend college, with a similar percentage identifying as non-white. The university now serves more than 30,000 students, including more than 22,000 at the Flagstaff campus, an additional 8,200 at multiple statewide locations and online, offering more than 150 combined undergraduate and graduate degree programs with a student-faculty ratio of 18:1.

## **College of Engineering, Forestry & Natural Sciences**

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The College of Engineering, Forestry and Natural Sciences (CEFNS) promotes undergraduate and graduate learning experiences that integrate science, engineering and mathematics, sustained by a commitment to research, scholarship and the creative application of knowledge. The faculty, staff and students collaborate to engage actively in the possibilities and practicalities of their fields.

CEFNS is training next-generation engineers and scientists for exciting careers. With small classes, dedicated faculty, and innovative research projects, students discover the importance of science and technology in solving the challenges of today's world. Undergraduate enrollment has grown from 2,989 in 2007 to 7,819 in 2017. Degree programs include engineering (civil, environmental, construction management, mechanical, electrical, computer and computer science), informatics, forestry, and natural sciences (biology, chemistry/biochemistry, mathematics and statistics, physics and astronomy, geology and environmental science).

## **University Facts**

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### **Northern Arizona University**

Founded:	1899
President:	Rita Cheng, Ph.D.
University Enrollment:	30,368
Flagstaff Enrollment:	22,134
Degree Programs:	150 combined graduate and undergraduate programs including engineering, forestry, and natural sciences
Faculty and Staff:	4,677
Full Time Faculty:	1,094



Student/Faculty Ratio:	18:1
Flagstaff Campus:	<ul style="list-style-type: none"> <li>• 683 acres</li> <li>• 44 Major Academic and Administrative Buildings</li> <li>• 49 Support Facilities</li> <li>• 22 Residential Buildings</li> </ul>
Library Holdings:	<ul style="list-style-type: none"> <li>• Over 1.4 million volumes, including government documents, maps, microforms, films and other media</li> <li>• 93,756 Unique electronic journal titles</li> <li>• 38,894 Number of items provided via Document Delivery Services</li> <li>• 237,606 E-books</li> <li>• 113,624 Colorado Plateau Archives digital items</li> <li>• 554,432 Users in the library</li> </ul>
Governance:	Arizona Board of Regents
Endowment:	\$128.3 million
Research Funding:	\$40 million
Operating Budget:	The fiscal year 2017 state budget expenditure authority totals \$250,600,300. Less than half of the budget, \$103,317,000 came from general fund state appropriations. State tuition and fees and miscellaneous revenue accounted for \$147,283,300 of the budget.
University Web Site:	<a href="http://www.nau.edu">www.nau.edu</a>

### **College of Engineering, Forestry & Natural Sciences**

Established:	2009 by merging the College of Engineering & Natural Sciences, and the School of Forestry.
Executive Dean:	Paul W. Jagodzinski, Ph.D.
Faculty:	311

Students:	7,372 Total Enrollment <ul style="list-style-type: none"> <li>• 6,035 Undergraduate Students</li> <li>• 447 Graduate Students.</li> </ul>
Academic Units:	10 – Biological Sciences; Chemistry & Biochemistry; Civil Engineering, Construction Management & Environmental Engineering; Earth science & Environmental Sustainability; Forestry; Informatics, Computing & Cyber Systems; Mathematics & Statistics; Mechanical Engineering; Physics & Astronomy; and Science Teaching & Learning.
Research Centers:	7 – Center for Bioengineering Innovation; The Colorado Plateau Cooperative Ecosystem Studies Unit; Colorado Plateau Research Station; Center for Ecosystem Science and Society; Ecological Restoration Institute; Landscape Conservation Initiative; and Merriam-Powell Center for Environmental Research.
Research Grants (2016)	\$70 million of funding for 319 research projects.
Degrees Awarded (2017):	1,339 Total <ul style="list-style-type: none"> <li>• Bachelor's: 1,200</li> <li>• Master's: 132</li> <li>• Doctoral: 7</li> </ul>
Buildings:	CEFNS occupies all or parts of 25 buildings on campus.
CEFNS Web Site:	<a href="http://www.nau.edu/cefns">www.nau.edu/cefns</a>

### **Development and Alumni Engagement**

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Development and Alumni Engagement works to promote Northern Arizona University, enhance the university's reputation, and foster volunteer involvement and private philanthropic investment. Building meaningful relationships with alumni, parents, community members, and many more is what makes a positive difference for NAU students. Development and Alumni Engagement is comprised of a variety of departments, programs, and offices across campus.

Giving to NAU helps ensure strong faculty mentors, outstanding academic programs, and hands-on experiences that prepare graduates for a global workforce. This support also accelerates NAU's ability to change the world through cutting-edge, nationally recognized research.

Alumni Engagement is dedicated to building relationships between the university and its alumni, students, parents, faculty and staff, and community members. The Alumni Association mission is to provide opportunities for alumni and friends to connect with each other and support NAU. The more than 160,000 NAU alumni are served through six Alumni Clubs located in Flagstaff, Phoenix, Prescott, Yuma, Washington DC and Portland, Oregon.

The Northern Arizona University Foundation is governed by a 37-member Board of Directors. The Foundation supports the university and operates as a public charity under the IRS non-profit code 501(c)(3). The NAU Foundation manages all private contributions to the university. The NAU Foundation specifically works to:

- Promote the University's mission.
- Enhance its recognition.
- Foster private investment from a broad base of constituents.
- Develop a culture of philanthropy.
- Make excellent education accessible to all.
- Make high quality research possible.
- Encourage outreach for the public good.

The following chart reflects total philanthropic support of Northern Arizona University and the College of Engineering, Forestry & Natural Sciences for the past three fiscal years:

	<b>2017</b>	<b>2016</b>	<b>2015</b>
NAU	\$17,146,224	\$18,269,372	\$16,653,141
CEFNS	\$2,750,886	\$1,860,592	\$2,455,283

## **Position Description**

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### **Director of Development College of Engineering, Forestry & Natural Sciences**

Reporting jointly to the Dean of the College and the Associate Vice President, Development & Alumni Engagement, the Director of Development is responsible for overall leadership and management of the college's development efforts. As such, this position plans and directs comprehensive strategies for the identification, cultivation, solicitation and stewardship of gift prospects for CEFNS.

Major gift development (\$25,000 or more) is the primary focus of the position. Additional responsibilities include working with staff in Planned Giving, NAU Annual Giving, and Corporate and Foundation Relations. The Director of Development will also participate in strategic planning and interact with volunteer and advisory boards. The CEFNS Development Director will collaborate and partner with colleagues and peers across campus while building strong donor relationships for NAU. The University is in the silent phase of a comprehensive capital campaign.

## **Primary Responsibilities**

- Work with CEFNS and NAU leadership and CEFNS faculty and staff to identify prospective donors, establish strategic fundraising plans, and execute cultivation/solicitation strategies.
- Prioritize, engage and manage a major gifts portfolio of 70-100 prospects capable of philanthropically supporting CEFNS priorities.
- Annually solicit and close 12-20 major gifts of \$25,000 or more in support of CEFNS and campaign priorities.
- Be responsible for the overall leadership and management of the CEFNS development efforts.
- Collaborate with the CEFNS Dean to set and communicate fundraising priorities and vision for meeting NAU's strategic goals with internal and external stakeholders.
- Work across the college's ten academic units and seven research centers to support top priorities and coach internal partners on fundraising strategies.
- Facilitate interaction with prospects for the CEFNS Dean, faculty, staff and other natural partners.
- Coordinate with the Assistant Development Officer for the College of Engineering, Forestry, and Natural Sciences to grow the major gift donor pipeline for CEFNS and NAU.
- Participate fully in the university's comprehensive fundraising program including its prospect management system.
- Help set and then meet visit, contacts and fundraising goals and be directly accountable for those goals.
- Collaborate with CEFNS Dean, Assistant Development Officer, and Director of Donor Relations on a comprehensive college-wide stewardship program to acknowledge and thank donors.
- Develop an understanding of the mission and goals of NAU, including knowledge of CEFNS and its various units and major entities within the university.
- Work with volunteers, advisory board members, and Foundation Board members to promote CEFNS and NAU.

## **Minimum Qualifications**

- Bachelor's degree in a relevant field.
- Minimum of five years experience as a front-line fundraiser in a comprehensive development program or equivalent experience in a related field.
- Established record of closing major gifts of \$25,000 or more, or revenue metrics that support organizational priorities.

## **Preferred Qualifications**

- Master's degree in a relevant field.
- Fundraising experience in higher education.
- Experience in leadership gift fundraising, principles and practices in a major research university.

- Major capital campaign experience.
- Proven ability to engage, motivate, and work with prospects, volunteers, university officials, faculty and staff or similar constituencies.
- Working knowledge of a donor database.
- Understanding of and appreciation for Northern Arizona University and its commitment to student success.
- Proven ability to work independently; a self-starter with energy and enthusiasm.
- Experience/knowledge of engineering, forestry, natural sciences or related fields.

### **Knowledge, Skills and Abilities**

- Experience in a higher education or non-profit setting preferred; direct experience with fundraising, volunteer management.
- Proven ability to solicit and close philanthropic gifts on the five-and-six-figure level, or equivalent experience in a related field.
- Strong organizational and planning skills with the ability to initiate, collaborate, implement, monitor, evaluate, advance and report on strategic plans that support the activities of and contribute to the overall goals and objectives of NAU and Development and Alumni Engagement.
- Superior interpersonal skills with proven ability to successfully interact and collaborate with varied constituencies in a professional manner, exhibiting excellent communication skills, and demonstrating tact, poise and diplomacy while working with a wide variety of personalities.
- Demonstrated team player with the ability to gain trust and confidence of colleagues and constituents.
- Experience and credibility when presenting materials to both internal and external constituents including individuals from a variety of culturally diverse backgrounds.
- Demonstrated commitment to excellence, honesty, transparency, and high levels of collaboration.
- Must be a detail-oriented, self-starter with a demonstrated ability to work independently and manage multiple projects and priorities to meet aggressive timelines and challenging deadlines with minimal staff support.
- Deep commitment to higher education and with the knowledge and ability to champion Northern Arizona University and its mission.
- Working knowledge of electronic mail and calendars, the Windows environment, including Microsoft Word, Excel, PowerPoint and other software such as donor databases, etc. and ability to run, analyze, and summarize computer-generated reports.
- Must be able and willing to travel frequently throughout the United States to attend relevant programs and events and to meet with current and prospective donors to further cultivation and solicitation strategies (approximately 25 – 50% time).
- Ability to make travel arrangements using prudent fiscal considerations.
- Ability and willingness to work occasional evenings and weekends.

- Demonstrated entrepreneurial spirit, taking initiative and actively seeking to deepen current donor relationships and forge new ones.
- Experience working with sensitive information and ability to maintain strict confidentiality.

## **Biographical Profiles**

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Paul W. Jagodzinski, Ph.D.

Dean

College of Engineering, Forestry & Natural Sciences

Paul W. Jagodzinski earned his B.S. degree in Chemistry from the Polytechnic Institute of Brooklyn and the Ph.D. degree in Physical Chemistry from Texas A&M University. He spent one year as an Assistant Professor at Eastern Michigan University before moving to West Virginia University where he attained the rank of Professor and served as Chair of the Department of Chemistry for 11 years. In 2001 he moved to the Department of Chemistry & Geochemistry at the Colorado School of Mines as Professor and Head of the Department where he served as Head until 2006. Jagodzinski moved to Northern Arizona University in 2009 as Dean of the College of Engineering, Forestry & Natural Sciences and Professor in the Department of Chemistry & Biochemistry. As Dean, he oversees a College that consists of approximately 7,800 students pursuing degrees, 290 faculty and 170 staff in 10 academic units and 7 centers/institutes.

He has received Outstanding Faculty Awards at both West Virginia and the School of Mines. Jagodzinski has been involved with programs to increase opportunities for traditionally under-represented groups in the sciences and engineering and has been recognized for those efforts. He has lectured nationally on leadership and on mentoring. He is an active member of the American Chemical Society and has served in elected and appointed positions at both the local and national levels, including serving as a member of the Budget & Finance Committee for 11 years. He is currently a member of Society's Board of Directors representing District VI (the western portion of the U.S. and Canada).

Bonnie Baker

Associate Vice President, Development and Alumni Engagement

Bonnie Baker is the Associate Vice President for Development and Alumni Engagement at Northern Arizona University, responsible for multiple college-based fundraising units while also overseeing the annual giving and prospect development teams. Bonnie is a forward-thinking development professional with 20 years of demonstrated success in fundraising and non-profit management. Previously, Bonnie served as Director of Development for the Grand Canyon Association supporting Grand Canyon National Park. Other roles include Executive Director for the Crested Butte Nordic Council and Director of Public Affairs for the Baker Institute for Animal Health at Cornell University. Bonnie discovered her passion for development and

fundraising while serving as a volunteer for public radio in Colorado. She holds a bachelor's degree in English from the College of the Holy Cross.

### **Flagstaff, Arizona**

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Flagstaff is located in the mountains of northern Arizona, and is the destination for all seasons and all types of adventurers. Depending on the time of year and your calling for outdoor adventure, experience world-class downhill skiing and snowboarding, Nordic skiing, hundreds of miles of scenic trails for hiking, biking, horseback riding and bird watching, or simply gaze at the color changes of magnificent aspens each fall. This city is the best of both worlds; with its authentic, even quirky Flagstaff culture, visitors experience local artists, forest-to-table restaurants, local brew pubs and one-of-a-kind local shops in a historic downtown setting.



Flagstaff enjoys an average of 288 days of sunshine a year, with an average annual snowfall of 108 inches. The local population of nearly 67,500 residents is able to take advantage of 700 acres of parks and 50 miles of biking and walking trails through and around the city.

Within a short drive of Flagstaff is the beautiful city of Sedona for hiking and mountain biking, and Arizona Snowbowl for Alpine and Nordic skiing. Other popular destinations include Grand Canyon National Park, Montezuma Castle National Monument, Sunset Crater Volcano National Monument, Wupatki National Monument and Arizona Nordic Village.

Flagstaff has received national recognition from *Travel & Leisure* magazine as among the top 10 Best College Towns in America. *Outside Magazine* ranked Flagstaff as the 7<sup>th</sup> best town in the nation while Time.com called Flagstaff one of the nation's "happiest cities." Fodor.com named the city one of "20 College Towns We Love To Visit."

## **Application Procedure**

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To apply for the Director of Development, College of Engineering, Forestry & Natural Sciences opportunity at Northern Arizona University, please submit your resume and cover letter in confidence to:

Christopher P. Bryant  
Founder  
BRYANT GROUP  
cbryant@bryantgrp.com

BRYANT GROUP is the industry leader in executive search for philanthropy. For nearly 30 years, BRYANT GROUP professionals have focused on recruiting successful development and advancement professionals at the mid- and senior-executive levels for institutions of higher education, hospitals and medical centers, and other nonprofits nationally and internationally. The firm also offers team-building education and executive coaching to help our clients build powerful advancement teams.

