Executive Vice President for Advancement
Davenport University

Grand Rapids, Michigan
http://www.davenport.edu/

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Davenport University Overview:
Davenport University, the second largest private university in Michigan, is at an important juncture in its history as it moves forward to enhance its academic programming, market position, and financial strength. Newly appointed President, Richard J. Pappas, Ed.D. is in the process of leading a strategic planning process with the following vision:

“By 2015, Davenport will be renowned nationally and internationally as a quality institution of higher education that understands the market better than any other institution and uses that understanding to exceed employer expectations, transform communities, and change people’s lives to achieve their dreams.”

The Vision for the future is built upon a foundation of quality and paints a bold picture for future success. Critical to its success will be an expanded emphasis on the development and alumni relations functions. The institution is seeking an experienced, entrepreneurial and strategic development professional for the role of Executive Vice President for Advancement. Working in conjunction with the President, Leadership Team, and development and alumni staff, this highly visible position is responsible for cultivating relationships and activities that will ultimately enhance fund development, alumni engagement, awareness, and support of the university.

Davenport University is a tuition-driven institution with a residential campus in Grand Rapids, 13 non-residential campuses across the state, and online course delivery. The University offers a career-oriented, practical curriculum of programs leading to associate, bachelor’s and master’s degrees; National Association of Intercollegiate Athletics Division II athletic programs, and a host of co-curricular activities, services, and
resources. The University currently enrolls over 12,000 students, employs nearly 700 full-time faculty and staff and over 900 adjunct faculty, and has an operating budget of approximately $107 million. It is accredited by the Higher Learning Commission – North Central Association of Colleges and Schools.

History of the Institution:
Davenport University traces its origins to 1866 in Grand Rapids, Michigan, where it was founded to meet the career needs of the local community. Today Davenport is a university for career-focused education in business, technology, and health professions. Its predecessor institutions served a variety of local markets across Michigan and northern Indiana.

In September 2005, Davenport University implemented a significant change in strategy with the dedication of a new campus, just south of Grand Rapids, establishing itself for the first time as a traditional residential institution. This initiative had a focus on extracurricular programming designed for the more traditional undergraduate population, including intercollegiate athletics in both men’s and women’s sports. The campus includes an academic building with classrooms, faculty offices, student lounge, group study rooms, and a library information commons; three residence halls house 500 undergraduates; and a student center with a field house that was added in the fall of 2008.

Davenport takes pride in the success of its students. The 33% pass rate for accounting students on the CPA exam far exceeds the national average of about 7% (2006 results). Health information students’ 88% pass rate on the RHIT (Registered Health Information Technician) exam is higher than the national average of 78% (2007 results). Davenport’s Business Professionals of America Club students won first place in 21 of 46 events at the 2009 state competition and consistently place in the top 10 at the national level. President Gerald R. Ford, before his death, granted Davenport the rare privilege of bestowing a scholarship in his name.

Students choose Davenport because they are likely to get a good job, the school’s academic reputation, faculty with real-world professional experience, small classes, and reasonable tuition rates for a private university.

The President:
In August 2009, Richard J. Pappas, Ed.D. accepted the role of President at Davenport University following a unanimous vote in favor of his appointment by the board of trustees. Most recently, he served as President of National-Louise University in Chicago since 2005. During his 35 years in higher education, Pappas also served as president of Lake Michigan College in Benton Harbor, and president of Hartford Community College in Bel Air, Maryland. He has a doctorate in higher, adult and continuing education and a master’s degree in higher education and business management, both from the
University of Michigan. Dr. Pappas earned his undergraduate degree from Eastern Michigan University.

A strong and experienced fundraiser in his own right, President Pappas is looking for a partner in the development process, someone who “loves a challenge and has a desire to build his/her own team.” He describes the surrounding community as “giving” and notes that Grand Rapids is one of the most philanthropic cities in the United States.

Says Pappas in his strategic vision, “The most successful economic regions possess the highest concentration of four-year college graduates and Davenport has a history and a heritage...of providing opportunity to thousands of students to achieve educational and career success. Therefore, Davenport has an opportunity, and an obligation, to play an important role in helping to educate students and the workforce to succeed in a new knowledge based economy.”

Davenport’s role in economic recovery creates a compelling case that will resonate with alumni, local and regional leaders, and businesses. A recent $2.5 million gift from a family foundation, closed by the President, evidences the optimistic road the university is taking.

Financial Situation:
The University's operating budget in fiscal 2008 was $107 million, with tuition revenue representing approximately 90% of that amount. Institutional scholarships totaled approximately $9 million. The University has consistently operated at a surplus and is committed to sound financial management.

Davenport raised $10 million in a capital campaign to help build its new campus in 2005. The University just completed a $16 million student center using University reserve funds and was approved for bonds to help fund the third residence hall.

A priority for Davenport University is to increase its endowment of $13 million to a fund closer to the average for a University of its size. The goal has been supported by the recent restructuring and refocusing of the advancement function and the Davenport Foundation.

Office of Advancement:
The advancement team at Davenport has been extraordinarily lean. With the expanded emphasis on growing the department, the Executive Vice President (EVP) will have an opportunity to build and shape his/her own team, with support and resources from top leadership. The university is seeking an individual to assess needs and create a structure to support a vibrant development and alumni relations program for a university with a base of 55,000 known alums.
The incoming leader will inherit an advancement program that utilizes Raisers Edge and has good data integrity. In 2006 the university invested in a Blackbaud Wealth Screening, but due to lack of staffing sufficient work to qualify identified prospects has not been done. The incoming EVP will be given the resources to conduct new studies to assess future alumni and other donors giving potential.

The EVP must be a builder, which includes putting a plan in place for a structured alumni relations program that will engage alumni and uncover more potential major gift prospects. Davenport has not had a formal major gift program until recently, and does not currently have a formal planned giving program. Annually approximately $3.6 million is raised through personal solicitation, direct mail appeals, employee giving, and phone-a-thon efforts for scholarships, program support, and capital projects.

**Culture:**
Davenport University is an institution of higher education with a vision for national and international renown. President Pappas has fostered an inclusive decision-making process within an atmosphere that is fast-paced and exciting. Leadership recognizes achievement and expresses gratitude. It is a rewarding and collaborative working environment for people who want to make a difference in the lives of students and take the institution to the next level.

Davenport University’s values represent the behavioral expectations of our faculty, staff and students in performing their responsibilities and achieving their goals. These values are represented through STAIR: Serving Students with Quality, Trustworthiness, Accountability, Innovation and Creativity, and Respect for People.

**The Opportunity and Challenges:**
On December 9th, the Board approved the strategic vision prepared by President Pappas and the Strategic Planning Committee, with input from all faculty and staff, which includes a clear emphasis on engaging alumni, communities and students with the long range goal of creating a culture of philanthropy. The EVP will be instrumental in proposing and implementing the tactical goals to achieve this vision.

The incoming EVP will participate in Board meetings as a member of the Leadership Team. The Davenport Foundation has its own separate board. The EVP will have a key role in recruiting and stewarding new members and cultivating and volunteers. In addition, the EVP will work with the President and alumni relations staff to re-constitute the Alumni Association Board.

As a member of the senior leadership team, the EVP will have direct and ample access to the president. President Pappas has already committed to “going anywhere he is needed” and in a relatively short period has created a new level of engagement and excitement both internally and externally.
The ideal candidate needs to be creative and sensitive in developing strategies to engage non-traditional adult learners who don’t have inherent affinity with the institution. In addition, given its unique history of merging three colleges, some alumni became disengaged and felt they lost their school identity with the name change. Under the planning and direction of the EVP, the President is prepared to re-engage alumni in different communities throughout Michigan and beyond.

**Position Overview:**
The Executive Vice President for Advancement is directly responsible for the strategic development and implementation of advancement and alumni efforts resulting in increased fund development, alumni engagement, awareness, and support of the University. This is a highly visible position cultivating relationships and working in conjunction with the President, Leadership Team, Boards, and development and alumni staff to enhance giving and engage alumni.

The EVP role is a golden opportunity for the individual who wants to be an architect for a development and alumni program that needs to be taken to the next level. Leadership understands the importance of development and alumni relations, and the resources will be there for someone to shape and grow the department according to best practices.

The new EVP will be expected to successfully meet the following responsibilities:

**Responsibilities:**

- Serves on the Leadership Team and President’s Cabinet and advises the President on development and alumni matters.
- Directs all development activities of the University, including, but not limited to: major donor development, annual and special campaigns, alumni giving, and planned giving.
- Cultivates and nurtures relationships, working in conjunction with the President and other University executives and volunteers, to enhance giving.
- Develops and oversees a prospect management system that includes “moves management.”
- Provide leadership for special advancement events.
- Participates at the board of trustee’s level and participates in strategic planning activities of the University.
- Participates at the Davenport Foundation level as lead staff person.
- Responsible for Corporate and Foundation development relations for the University.
- Provide leadership to enhance funding through public and private grants.
- Responsible for alumni relations development and direction.
• Responsible for the effective oversight of the data base management for alumni and donors.
• Hire, train and develop advancement and alumni staff.
• Acts as an ambassador and represents the University at public events.
• Compiles information and reports as needed for executive management.
• Demonstrate and promote the University Cultural Values.
• Provides GREAT customer service, anticipating and exceeding the needs of our customers.
• Perform other duties as assigned.

Davenport University seeks an outstanding leader with the necessary skills and experience to head the development and alumni relations efforts. Ideally, key skills and qualifications will include:

Qualifications:

• A Bachelor’s degree in a related field. A Master’s degree is preferred.
• A record of significant achievement in fund raising and donor relations, preferably in higher education.
• Knowledge of securing grants at the local, state, and federal levels and fiscal procedures.
• Positive demonstrated leadership ability.
• A creative approach to donor relations.
• Demonstrated excellent interpersonal, communication and presentation skills, both written and oral which transcend diverse audiences.
• Excellent analytical and organizational skills.
• Demonstrated ability to work accurately and effectively with computerized data systems (PC and mainframe).
• Demonstrated ability to work effectively with people of diverse backgrounds and promote a positive working environment, spirit of cooperation and positive reactions to change and conflict resolution.
• Demonstrated ability to communicate effectively and relate well to donor, alumni, students, parents, faculty, staff, and others while maintaining appropriate confidentiality.
• Demonstrated motivational and problem solving capabilities with a high degree of integrity, ethics, and dedication to the mission of the University.
• Experience with alumni relations extremely helpful.

Skills:

• Analytical capabilities and ability to make data driven decisions; strategic, innovative approach.
• Ability to build relationships and track record in securing major gifts from individuals, corporations, and foundations – possess a love of the “close.”
• Strong written and oral skills to tell the story and make a compelling case for Davenport.
• Desire to build a program; entrepreneurial and goal oriented attitude; ability to roll up one’s sleeves.
• Higher Education understanding and passion.
• Ability to benchmark.
• Desire to hire, mentor, and manage a team.
• Understanding of “non-traditional” campus history.
• Ability to immerse oneself into his/her community.
• Egoless, inclusive approach; sense of humor.

Grand Rapids, Michigan

The West Michigan region supports a rich array of public and private colleges and universities, including Grand Valley State University, Grand Rapids Community College, Hope College, Calvin College and Aquinas College. Grand Rapids also is home to four hospitals and a major health community including the Van Andel Institute, the Michigan State University School of Human Medicine, and centers devoted to specialties including heart and cancer care.

Grand Rapids also offers a rich variety of arts, culture, entertainment, and recreation, including a symphony, ballet and opera companies, several theater companies, a Broadway series, minor league baseball and hockey teams, a new art museum, and major convention center. The University is located only about 40 miles from Lake Michigan, and its lakeshore communities of Holland, Grand Haven, and Saugatuck.

Grand Rapids has a rich entrepreneurial spirit and heritage and is home to major locally founded and/or owned industries and businesses including Amway, Steelcase, Herman Miller, Haworth, Bissell, Spartan Stores and Meijer.

Background Checks
Before sending your resume for this position, please read it over for accuracy. LLLS does verify academic credentials for its candidates, and our clients frequently conduct background checks prior to finalizing an offer.

To learn more call Jill Lasman, Vice President, LOIS L. LINDAUER SEARCHES, LLC, at 617-262-1102, or send cover letter and resume to jlasman@lllsearches.com. All inquiries will be held in confidence.