



# COLUMBUS STATE UNIVERSITY

*ANNOUNCES A NATIONAL SEARCH FOR THE*

## **Campaign Development Officer**

**Columbus State University (CSU)**, a unit of the University System of Georgia, seeks a highly energetic fundraising professional with a track record of building donor relationships and closing major gifts to serve as **Campaign Development Officer**.

*Review of applications begins immediately.*



- Monitors all prospect contacts to ensure positive and purposeful prospect and donor relations
- Recommends and assists with programming involving the Vice President, Associate Vice President, Board members, and volunteers

### Essential Duties and Responsibilities:

- Manages a portfolio of primary prospects in support of institution-wide initiatives and priorities.
- Participates in all aspects of the gift cycle, including:
  - Initiating contacts with potential leadership and major gift donors
  - Developing appropriate cultivation strategies for them, including working with volunteers and other development officers
  - Moving potential donors in an appropriate and timely fashion toward solicitation and closure in consultation with other development officers
  - Making solicitations when appropriate

### The Opportunity

Reporting to the Associate Vice President for Development, the Campaign Development Officer is responsible for soliciting gifts of \$10,000 and higher from alumni, friends, and other donors of the institution. This development officer works collaboratively with and in support of volunteers, other central development staff, college development officers, and

institutional leaders to cultivate and solicit donors for institution-wide priorities as well as for the Dean of the Honors College and the Dean of the CSU Libraries.

This development officer also:

- Manages relationships with approximately 125 prospects and donors, which includes identifying, qualifying, cultivating, soliciting, and stewarding these important friends of the institution

## Quick Facts about CSU

Established: 1958

Enrollment: 8,200 students, including 1,000 graduate students

Degree Programs: 87 undergraduate, 53 graduate

Faculty: 271 (full-time), 198 (part-time)

Staff: 464 (full-time), 90 (part-time)

Alumni: More than 30,000

Economic Impact: \$236 million (2011)

Colleges and Schools:

- College of the Arts
  - Schwob School of Music
- Turner College of Business
  - TSYS School of Computer Science
- College of Education and Health Professions
  - School of Nursing
- College of Letters and Sciences
- Honors College

## Executive Search for the Campaign Development Officer

- Maintaining stewardship contacts with donors
- Adhering to the highest ethical standards
- Demonstrating empathetic disposition and perseverance
- Reflecting optimistic and positive attitude
- Conveying sensitivity to needs of the donors
- Works collaboratively with other development professionals
- Offers prospect strategy counsel to the Vice President and Associate Vice President, and other development staff who are managing other prospects
- Focuses on securing support for a set of institution-wide priorities that include strategic plan initiatives

### Qualifications

Candidates must have a bachelor's degree in a related field and three to five years of successful development experience. Other requirements include:

- Ability to understand the needs and interests of leadership and major gift donors in order to develop relationships between them and the institution
- Interest in all aspects of social service and a dedication to



promoting the institution's fundraising priorities

- Demonstrated leadership and the ability to successfully manage multi-functional or diverse areas
- Successful experience in making cold calls as well as developing cultivation and solicitation strategies
- Excellent interpersonal skills and a demonstrated record of completing assignments
- Ability and willingness to travel

### About First Choice Campaign

Columbus State is coming off its most successful fundraising year in the history of the institution, with more than \$34 million committed during the 2015 fiscal year. In

addition, the University launched the public phase of its \$100 million *First Choice Comprehensive Campaign*. To date, over \$65 million has been committed toward the goal.

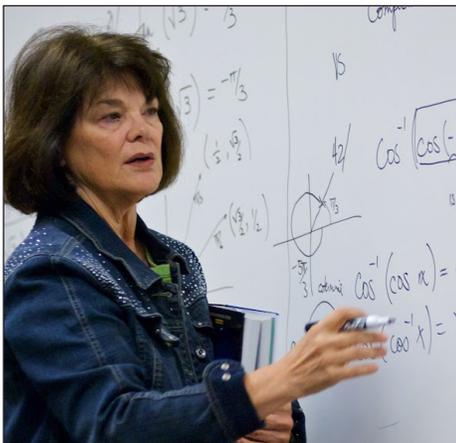
For more information about the campaign, visit [firstchoicecampaign.columbusstate.edu](http://firstchoicecampaign.columbusstate.edu)

### About the University

Columbus State University is a comprehensive regional university located 90 miles southwest of Atlanta. The University has a well-diverse student population. It serves students primarily from the Southeast, while attracting others from 20 nations around the world.

CSU thrives on community partnerships to deliver excellence for students who want to achieve personal and professional success in an increasingly global environment.

The University offers undergraduate and graduate degrees, including a doctorate in education. The College of Letters and Sciences recently launched a Competitive Premedical Studies Program and has proposed a Master of Science in Natural Sciences program with three tracks: Biology, Environmental Science, and Geoscience. The



## Executive Search for the Campaign Development Officer

University also provides a variety of online offerings, including full-degree programs, and an extensive continuing education program.

In 2013, CSU programs in business and education received national ranking by *U.S. News and World Report*. The institution also was ranked in the top 50 of public comprehensive universities in the South.

The University occupies two campuses: one in suburban Columbus, housing programs in the sciences, business, and humanities. The other, called the RiverPark campus, is in the city's historic downtown on the banks of the Chattahoochee River.

RiverPark encompasses about a dozen buildings, including student apartments, a space science center, and an academic campus that includes some of the country's most sophisticated teaching and fine and performing arts spaces.

The University also offers courses at Fort Benning.

CSU is a Division II member of the National Collegiate Athletic Association. The Cougars field 14 intercollegiate teams.

### About Columbus, Georgia

The third largest city in Georgia, Columbus is one of the South's most cosmopolitan cities with endless dining, entertainment, and family adventures to explore. It also is home to world-class enterprises, such as Aflac, Synovus, W.C. Bradley Company, TSYS, and Fort Benning, the U.S. Army's Maneuver Center of Excellence headquarters.

The Columbus region has more than 350,000 residents and is located within two hours of the capitals of Georgia and Alabama. The city also



offers the longest urban whitewater course in the world.

The city is well-known for its cultural arts, largely due to the RiverPark

campus. The extensive offerings of visual and performing arts programs and special performers and speakers at CSU attract thousands of visitors from across the region.

## Application and Nomination Process

**Confidential inquiries** are welcomed and **nominations** are invited.

### 1. To Apply - Application packet **must include:**

- a) A letter of interest
- b) Current resume
- c) At least five references with full contact information (References will not be contacted without consent from applicants.)
- d) Your answers to the questions at:

[www.myersmcrac.com/skins/userfiles/file/MMQuestions.pdf](http://www.myersmcrac.com/skins/userfiles/file/MMQuestions.pdf)

### 2. Submit application packet to: **CSU-CDO@myersmcrac.com**

Nominations should include contact information for the individual being nominated. Submit nominations to the email provided above.

Review of materials begins immediately. For best consideration, application materials should be received by **November 1, 2015**.

**Myers McRae Executive Search and Consulting** is assisting CSU with the search. The consultant team leaders are:

**Emily Parker Myers**  
*President and CEO*

**Bobby Pope**  
*Vice President*



515 Mulberry Street, Suite 200  
Macon, Georgia 31201  
[www.myersmcrac.com](http://www.myersmcrac.com)

*Columbus State University is an affirmative action,  
equal opportunity employer committed to diversity in hiring.*