



University of South Carolina Upstate



announcing a national search for the

**Vice Chancellor for Advancement and
Executive Director of the
University of South Carolina Upstate Foundation**

The University of South Carolina Upstate

The **University of South Carolina Upstate**, a comprehensive public institution, invites applications and nominations for the position of **Vice Chancellor for Advancement and Executive Director of the University of South Carolina Upstate Foundation**. This is an exceptional leadership opportunity for an experienced fundraising professional to plan and direct a broad-reaching development program in support of the University.

.....

The Opportunity

As the chief advancement officer, the Vice Chancellor for Advancement and Executive Director of the University of South Carolina Upstate Foundation works closely with the Chancellor and the USC Upstate Foundation Board to support the mission of the University. This senior administrator serves on the Chancellor's Cabinet.

Reporting to the Chancellor, the Vice Chancellor for Advancement and Executive Director of the University of South Carolina Upstate Foundation works with academic, athletic, and administrative leaders to set strategic direction for the execution of all fundraising, alumni relations, and communication relations activities.

The Vice Chancellor leads a 16-member team. The department's primary responsibility is to secure private philanthropic support and to engage alumni who reside in the Upstate and beyond. In addition the Vice Chancellor

builds relationships between the University and the surrounding community.

With the arrival of Dr. Brendan Kelly as Chancellor on March 1, the Vice Chancellor will play a leadership role in building momentum for the new Chancellor's vision for the University. In the capacity of Executive Director of the USC Upstate Foundation, this administrator will work closely with a board comprised of many of the top business and community leaders in the area.

Primary Responsibilities

Fundraising:

- To work closely with the Chancellor and the USC Upstate Foundation Board of Directors to lead the fundraising effort to raise gifts in pledges on an annual basis.
- To identify, cultivate, solicit, and close major and planned giving donors for USC Upstate who are capable of documenting commitments of \$25,000 or more.



- To collaborate with the USC Upstate Athletic Director on fundraising initiatives for all sports in the University's NCAA Division I program.
- To engage and inform prospective donors of the opportunities to support USC Upstate.
- To comply with all fundraising policies and guidelines of the USC Board of Trustees.

Executive Director of the USC Upstate Foundation:

- To support the USC Upstate Foundation Board of Directors individually and collectively as they fulfill their fiduciary responsibilities for the foundation.
- To work closely with the Chancellor and the President of the USC Upstate Foundation to prepare for and host foundation board meetings.
- To support the three standing committees of the USC Upstate Foundation: the Executive Committee, the Finance Committee and the Nominating Committee.
- To represent USC Upstate Foundation at the Spartanburg County Foundation Investment Committee meetings.
- To assist in the completing of an external audit of the USC Upstate Foundation.
- This candidate also will serve as the Executive Director of the USC Upstate Capital Development Foundation. This foundation exists to allow the University to receive gifts of real property once the due diligence has been completed.
- **University Communications:**
- To provide leadership and direction

Brendan Kelly, Ph.D.

Chancellor-elect

University of South Carolina Upstate



Dr. Brendan Kelly will become the Chancellor of USC Upstate on March 1, 2017. He has served as Vice President for University Advancement at the University of West Florida (UWF) since 2013. In that capacity, he also has been the President of the UWF Foundation and the CEO of the UWF Historic Trust.

Previous to his leadership role in Advancement, he served as Department Chair and Associate Professor and then Director of the School of Fine, Performing, and Communication Arts at the University of West Florida.



to the Office of University Communications.

- To support the Assistant Vice Chancellor for University Communications in managing potential internal or external communications crises.
- To be strategic in the use of limited financial resources.

Qualifications

Candidates must have a minimum of a master's degree and five years of experience or a bachelor's degree and seven years of experience as a major gift officer in higher education or nonprofit organization. Experience leading a team of professional fundraisers and administrative staff is essential to fulfilling these responsibilities. A valid driver's license, a good driving record, and a successful background check are required.

Candidates must have the ability to represent USC Upstate, the Office of the Chancellor, and the USC Upstate Foundation Board of Directors in a professional and ethical manner in all verbal and written communications.

Preferred Qualifications

- Ten or more years of progressive fundraising experience in higher education or with a nonprofit organization
- A successful track record closing six-

and seven-figure gifts

- Ability to maintain records in the prospect management software system

Other Requirements

- Compliance with all fundraising policies and guidelines of the USC Board of Trustees
- Effective communication skills, both verbal and written, with individuals, small groups and larger audiences as needed
- Ability to work in a self-directed manner with limited direct supervision
- Ability to maintain confidentiality throughout the donor life cycle with both existing and prospective donors

The University

The University of South Carolina Upstate was founded in 1967 to avert a serious healthcare labor shortage crisis when Spartanburg General Hospital announced plans to eliminate its diploma program for registered nurses. The Spartanburg Regional Campus of the University of South Carolina system, as it was first known, opened its doors in the fall of 1967 to 177 students on the first floor of the Spartanburg General Hospital nursing residence.

USC Upstate has grown from a small, two-year campus into one of the leading metropolitan universities in the

Southeast. One of the most beautiful and high-tech campuses in the Upstate and among the fastest growing universities in South Carolina, USC Upstate is ranked No. 2 among Top Public Regional Colleges South by *U.S. News & World Report* for 2017.

The University offers challenging academic courses, small class sizes, personal experiences, remarkable diversity, a NCAA Division I athletic program, an expansive international community, and a dynamic campus life. USC Upstate has approximately 6,000 students and 26,000 alumni from across the world. With 26 states and 17 countries represented among the student body, the University reflects the international character of the Upstate region, which has the highest per capita concentration of international businesses in the U.S.

The University continues to respond to the educational needs of the Upstate area. Academic programs have expanded well beyond nursing to include 40 bachelor's and master's programs in the liberal arts, sciences, business, information systems, teacher education, and nursing. The University has four colleges and schools: College of Arts and Sciences; Mary Black School of Nursing; George Dean Johnson Jr., College of Business and Economics; and School of Education.



The University of South Carolina Upstate

The faculty has 245 full-time members and 222 part-time. The University has an 18:1 student/faculty ratio and an average class size of 25.

USC Upstate serves the cities of Spartanburg and Greenville and their surrounding communities. Along with the enormous growth on the Spartanburg campus, USC Upstate has developed a significant presence in Greenville at the University Center Greenville (UCG). UCG is a nonprofit consortium of seven higher education institutions dedicated to increasing access to educational opportunities for the citizens of the Greater Greenville Metropolitan Area of South Carolina.

USC Upstate is the largest provider of undergraduate academic programs at UCG, generating more than 70 percent of the Center's baccalaureate enrollment. The University's critical partner in this growth is Greenville Technical College (GTC). Both institutions aim to provide opportunities for students to complete technical or associate degrees at GTC, and then move seamlessly into junior-through-senior bachelor's level degree completion programs in numerous related disciplines at USC Upstate.

The University of South Carolina Upstate sponsors eight men's and nine women's collegiate teams known as the Spartans. The teams compete in the Atlantic Sun Conference and Division I of the NCAA. These sports are men's and women's basketball, soccer, tennis, golf, track and field, cross country; men's-only baseball; and women's-only softball and volleyball.

Spartanburg, South Carolina

The City of Spartanburg is the seat of Spartanburg County. It has a population of nearly 40,000 with the metropolitan area reaching nearly 289,000 residents.

A major center for higher education, Spartanburg has seven colleges and universities that have a collective enrollment of approximately 15,000 students. The institutions are a major economic driver for the city and larger region, and a number of partnerships between the schools and businesses are

creating significant strategic advantages in workforce training, research, and economic development.

Known for its natural beauty, Spartanburg offers a high quality of life and friendly people. Shopping, dining, activities, historical sites, and cultural arts are available. The city is home to a diverse array of international companies, including BMW's only North American plant.

The mild climate, with four distinct seasons, allows for outdoor activities year-round. The area has lakes, rivers, parks, preserves, arboretums, and trails waiting to be explored.



Situated at the junction of I-85 and I-26, Spartanburg is easily accessible to both the mountains and the beaches. The city is 75 miles from Charlotte, North Carolina, and 93 miles to Columbia, South Carolina.

Application and Nominations Process

Confidential inquiries are welcomed; 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 with email addresses (References will not be contacted without consent from applicants.)
 - d) Your answers to the questions at:
www.myersmcrae.com/skins/userfiles/file/MMQuestions.pdf

2. **Submit application packet to USCUpstate@myersmcrae.com**

For best consideration, submit all application materials by **March 15, 2017**.

Nominations should include the name, title, email, and phone number of the individual being nominated. **Submit nominations to USCUpstate-Nominate@myersmcrae.com**

Kenny Daugherty, Executive Vice President of **Myers McRae Executive Search and Consulting**, is assisting the University with this search.



515 Mulberry Street, Suite 200
Macon, Georgia 31201
(478) 330-6222 | www.myersmcrae.com

The University of South Carolina does not discriminate on the basis of race, sex, gender, age, color, religion, national origin, disability, sexual orientation, genetics, and veteran status.