



UNIVERSITY OF  
**GEORGIA**



## **College of Veterinary Medicine**

The UGA College of Veterinary Medicine is dedicated to training future veterinarians, conducting research related to animal and human diseases, and providing veterinary services for animals and their owners.

Announcing a national search for the  
**Senior Director of Development**  
**College of Veterinary Medicine**

## College of Veterinary Medicine

The University of Georgia, one of the nation's top public research universities, invites applications and nominations for the Senior Director of Development search. This leadership appointment provides an exceptional opportunity for an experienced fundraising professional to have an essential role in building a culture of philanthropy that encourages financial support for the College of Veterinary Medicine.

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Founded in 1946, the College of Veterinary Medicine at the University of Georgia is a leader in regional, national and international teaching, research and service. The College of Veterinary Medicine plays an important role in the acquisition, application and dissemination of scientific advances that help diagnose and treat disease and maintain the health of animals and humans.

At the College of Veterinary Medicine, we boast an excellent faculty whose members include internationally recognized and awarded experts in a variety of veterinary fields. Our innovative research improves the health and quality of life for companion animals, increases productivity and health of poultry and livestock, and promotes public health through disease surveillance.

We house the University of Georgia Veterinary Hospital, a referral center for veterinary practitioners and animal owners throughout the state and region that provides a basis for instructing veterinary students, training postdoctoral interns and residents, and accumulating material for clinical investigation of disease.

Maintaining our commitment to excellence would not be possible without the support of private donors who provide the best educational and experiential learning opportunities for our college. We accept various types of donations including those given in the form of pet memorials.

### Building on Excellence | Fundraising Objectives

- Build funds for extensive research that makes a difference in the lives of Georgian and American citizens, along with the lives of their pets
- Increase scholarship funds so that every deserving student has the opportunity to receive a burden-free education
- Support the work of faculty with salary supplements, equipment, academic leave, research assistants and travel stipends through donations
- Grow endowments to continue providing the highest standard of veterinary medicine education to students

## College of Veterinary Medicine



## Departments, Centers, Institutes and Programs

### Areas of Study

Avian Health and Medicine  
Food Animal Medicine  
Infectious Diseases  
Interdisciplinary Neuroscience  
Interdisciplinary Toxicology  
Physiology and Pharmacology  
Veterinary and Biomedical Sciences  
Veterinary Medicine  
Veterinary Pathology

### Centers and Institutes

Biomedical and Health Sciences Institute  
Center for Drug Discovery  
Center for Tropical and Emerging Global Diseases  
Diagnostic Laboratories  
Institute of Bioinformatics  
Nanoscale Science and Engineering Center  
Poultry Diagnostic and Research Center  
Regenerative Bioscience Center  
UGA Faculty of Infectious Diseases  
UGA Veterinary Teaching Hospital

### Student Opportunities

Alpha Psi Veterinary Fraternity  
Animal Welfare Club  
Canine Club  
Georgia Veterinary Scholars  
International Veterinary Student Association  
Omega Tau Sigma Veterinary Fraternity  
PathHeads  
Phi Zeta Veterinary Honor Society  
Shelter Medicine Club  
Student Ambassadors

### Departments

Infectious Diseases  
Large Animal Medicine  
Pathology  
Physiology and Pharmacology  
Population Health  
Small Animal Medicine and Surgery  
Veterinary Biosciences and Diagnostic Imaging



## Position Description

The Senior Director of Development, also known as the Senior Constituent-based Director, serves as a liaison between the College of Veterinary Medicine and the University Development office. In this role, the employee is responsible for communication, collaboration and coordination between the College of Veterinary Medicine and the University Development office, as well as creating productive partnerships with all other UGA school, college and unit fundraising programs.

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The position serves as the College of Veterinary Medicine's chief development officer and is responsible for providing strategy, leadership, direction, coordination and management of principal, major and annual fund gifts as well as stewardship. To fulfill the college's mission and implement its programs and initiatives, the Senior Director of Development works closely with the Dean to develop fundraising priorities, create a development plan, implement the plan, secure major gifts and manage a professional development staff.

The University Development office sets four objectives for Constituent-based Directors: number of annual visits, number of gift proposals, unit fundraising goal and personal fundraising goal. Each of these goals are discussed with the directors and customized for their specific units. In addition, each director is required to attend the division and development meetings as well as an individual monthly strategy meeting at the University Development office with the Senior Director of Development for Constituent Programs.





## Responsibilities, Qualifications and Duties

### Responsibilities

- Collaborate with the Dean to design and implement fundraising strategies to meet the college's annual and long-term needs and manage development professionals in the College of Veterinary Medicine.
- Manage a portfolio of major giving prospects for the College of Veterinary Medicine focusing on soliciting major gifts, presenting proposals, making an annually established goal of face-to-face visits with donors and prospects monthly. The purpose of the visits is to cultivate, solicit and steward prospects and donors for current and deferred gifts of \$25,000+ to benefit the College of Veterinary Medicine.
- Spend 1-2 days out of the office each week including some overnight travel in and out of state and occasional weekend work. Manage telephone and/or correspondence preparation and follow-up as necessary. Prepare accurate and relevant proposals, presentations, and other fundraising materials for cultivation, solicitation and stewardship in a timely manner.
- Serve as the liaison between the College of Veterinary Medicine and University Development ensuring all UGA policies and procedures are followed by the college. Attend division and development staff meetings and external affairs meetings at the College of Veterinary Medicine.
- Work collaboratively with all offices of the Development and Alumni Relations division including financial services, gift and estate planning, regional program, etc., as well as development colleagues in schools, colleges, and units across campus.
- With the assistance of the Dean and the Senior Director of Development for Constituent Programs, submit an annual and long-term fundraising plan for the college that includes written strategies for top donor prospects in the portfolio.
- Complete telephone/written correspondence, preparation and follow-up; record visits, interactions and plans in the giving and alumni database (GAIL) in a thorough and timely manner.
- Work collaboratively with the Director of Veterinary External Affairs to promote Development at alumni and special events, in all forms of public relations, and at the college and Veterinary Teaching Hospital.

### Qualifications

#### Minimum

- Bachelor's degree
- Minimum of seven years or more of successful fundraising or related experience with a proven ability to cultivate and solicit major gifts
- Significant experience developing fundraising strategies while providing leadership and direction for implementation of a comprehensive development plan

#### Preferred

- Advanced degree
- Management Experience
- Campaign experience
- Successful higher education fundraising experience
- Knowledge of veterinary and/or medical school fundraising
- Knowledge and experience using Blackbaud CRM system and Advizor

### Knowledge, Abilities, Skills and Competencies

- Excellent written and verbal communication skills
- Must be a self-starter, take initiative and be able to work independently
- Strong organizational skills, ability to work effectively with diverse groups of alumni, faculty, donors and colleagues throughout the university

- Word processing; database management; email skills required

### Physical Demands

- Ability to travel in and out of state
- Ability to work in a standard office environment
- Flexibility to work some nights and weekends

*Activities and decisions are highly complex, so significant independent action and judgment, subject to university-wide policies, are expected.*

## The University of Georgia



Chartered by the Georgia General Assembly on January 27, 1785, the University of Georgia is America's first state-chartered university and the birthplace of the American system of public higher education. The comprehensive land-and-sea-grant institution is ranked 18th among the nation's best public universities by U.S. News & World Report. UGA attracts some of the most academically talented students in the nation. Recognized as a leader among public universities in the numbers of major scholarships earned by students, UGA has produced nine Rhodes Scholars, five Gates Cambridge Scholars, six Marshal Scholars, 13 Truman Scholars, and 13 Udall Scholars since 1996. In the past four years, 49 UGA students were offered Fulbright Scholarships making UGA one of the nation's top Fulbright producers of its kind. UGA's 2016-2017 enrollment totals more than 36,000 including over 27,000 undergraduates and 8,500 graduate and professional students. There are 125 foreign countries represented among the 1,184 undergraduate and 1,442 graduate and professional non-US citizens. Twenty-six percent of the undergraduate enrollment is minority.

The University is composed of 17 schools and colleges; Agricultural and Environmental Sciences, Arts and Sciences, Business, Ecology, Education, Engineering, Environment and Design, Family and Consumer Sciences, Forestry and Natural Resources, Graduate School, Journalism and Mass Communication, Law Pharmacy, Public Health, Public and International Affairs, Social Work, and Veterinary Medicine. UGA also is home to Augusta University and the University of Georgia Medical Partnership. UGA has a nationally competitive intercollegiate athletic program. A member of the NCAA Division 1, Southeastern Conference, the University fields 9 men's and 12 women's varsity sports. The Bulldogs have won 42 national championships, including 30 since 1999.

### Applications and Nominations

Confidential inquiries are welcomed; application and nominations are invited. Initial screening of applications begins immediately and will continue until an appointment is made.

Applications should include: a) a letter describing relevant experiences and interest in the position, b) a resume, c) four professional references, including full contact information and emails (References will not be contacted without consent from applicant.), and d) Your answers to the questions at: [www.myersmcrae.com/skins/userfiles/file/MMQuestions.pdf](http://www.myersmcrae.com/skins/userfiles/file/MMQuestions.pdf)

**Submit application materials to:** [UGA-DevVet@myersmcrae.com](mailto:UGA-DevVet@myersmcrae.com). For best consideration, submit materials by **April 24, 2017**.

**Submit nominations**, including full contact information on person being nominated, to: [UGA-VetNominate@myersmcrae.com](mailto:UGA-VetNominate@myersmcrae.com)

**IMPORTANT NOTE:** A completed application packet is required by the UGA Office of Human Resources. The UGA application form is available at <https://www.ugajobsearch.com> and the Posting Number is **20170402**. Submission instructions are on the website.

**Emily Parker Myers**, Chief Executive Officer of **Myers McRae Executive Search and Consulting**, is assisting the University of Georgia with this search.



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*The University of Georgia is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability, or protected veteran status.*