

# Colby

Leadership Gift Officer  
Colby College  
Waterville, ME  
<https://www.colby.edu>

*Send Nominations or Cover Letter and Resume to:*

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Founded in 1813, Colby is one of America's most selective colleges and the 12th-oldest private liberal arts college in the country. Serving only undergraduates, Colby's rigorous academic program is rooted in deep exploration of ideas and close interaction with world-class faculty scholars.

Currently ranked #12 in National Liberal Arts Colleges, per *U.S. News & World Report* for 2017, Colby has doubled its admissions applications over the past two years, and last year fundraising was triple the College's average.

Colby is taking a leadership role in the liberal arts through its distinctive approach to building areas of multidisciplinary excellence that address some of the world's most critical challenges and to infusing that experience with a meaningful array of internship, research, and global experiences.

Under the leadership of its new president, David A. Greene, Colby is embarking on an ambitious campaign that includes plans for creating innovative academic initiatives and partnerships, strengthening the connections between the liberal arts and the professional world, substantially increasing financial aid, pursuing significant capital projects for the performing arts and athletics, making distinctive investments in its world class art museum, and revitalizing downtown Waterville.



## Position Overview – Leadership Gift Officer

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Reporting to the director of leadership gifts, the leadership gift officer will proactively manage a portfolio of donors and prospects seeking gifts in support of College priorities at \$100,000 and above, as a critical component of Colby’s next comprehensive campaign. The leadership gift officer works closely with the Colby Fund team and the director of parent giving and programs to coordinate the solicitation of major gift prospects for the Colby Fund (our annual fund) and partners with the senior philanthropic advisor in devising comprehensive, donor-centered solicitations.

### ***Essential Functions and Responsibilities:***

- Build and expand the engagement of Colby’s vast leadership prospect pool; identify strategies and opportunities to align prospects with various College priorities as a key component of the comprehensive campaign
- Possess a strong understanding of the Moves Management system for prospects
- Attain an annual visit goal of 140 and achieve annual personal and team revenue goals
- Cultivate, solicit, and steward a portfolio of current and prospective alumni and parent donors; create written strategic action plans for top prospects with the intent of deepening relationships on behalf of the College, leading to increased comprehensive giving including annual, capital, and deferred gifts
- Develop and maintain a thorough understanding of Colby’s strategic priorities and goals
- Partner with colleagues in gift planning to effectively devise appropriate donor-centered giving vehicles, follow up on requests for information, and provide stewardship to Willows Society members
- Partner with the Colby Fund team and the director of parent giving and programs to ensure good communication in the cultivation and solicitation of alumni and parent Colby Fund donors and in maximizing Colby Fund contributions from all donors

- Partner with donor relations and presidential and leadership engagement staff to plan and execute strategies around engagement and stewardship
- Create opportunities to engage the president, trustees, overseers, campaign volunteers, faculty, and staff members in the cultivation and, where appropriate, the solicitation of current and potential donors
- Cultivate strong working relationships with colleagues within the Division of College and Student Advancement, as well as with faculty and leaders across campus
- Participate in professional development training programs offered by the College, Division of College and Student Advancement, and professional associations to enhance expertise and skills
- Perform additional duties as assigned

### **Qualifications:**

- Bachelor's degree or the equivalent in education and experience; advanced coursework a plus
- A minimum of 3 years of progressive major gift fundraising experience in a college, university or similar setting with success in making and closing major gift solicitations
- Understanding of the Moves Management process and ability to think and work strategically
- Superb written and oral communication skills
- Appreciation of Colby's mission and the ability to effectively communicate it
- Excellent interpersonal skills including the ability to work collaboratively and successfully with colleagues, prospects/donors, faculty, administrators, and volunteers to achieve common goals
- Willingness and ability to work outside normal working hours
- Must be willing to travel; valid driver's license required and must meet the College's Fleet Safety Policy requirements
- An ability to work collaboratively as a member of a diverse community and make an impact in a complex, fast-paced and team-oriented environment
- An entrepreneurial spirit and positive attitude

### **Key Relationships:**

Reporting to the director of leadership gifts, the leadership gift officer will have direct contact with the associate vice president for college and student advancement, various division directors, senior administration, and key faculty members.

## Benefits

Colby's success depends on its ability to recruit and retain the very best faculty and staff. In order to attract top professionals, the College offers comprehensive, high-quality employee benefits that protect the health, families and wealth of its employees. Flexibility allows employees to choose benefits that best fit their needs, and benefits are a valuable part of the total compensation package.

Learn more about Colby's benefits [here](#).

## The President

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**David A. Greene**  
*The 20th president of Colby College*

Since his inauguration as Colby College's 20th president in 2014, David A. Greene has been executing an ambitious program for ensuring Colby's place among the world's finest liberal arts colleges. Colby, long an innovator in higher education, is distinctive in the ways it connects the liberal arts to the world. The investments underway are designed to enhance Colby's intellectual culture, which is defined by the rigor of its academic programs and its commitment to diversity and inclusion. Current projects in support of that goal include expanding resources for and the ranks of the faculty, strategic partnerships to broaden opportunities for students, and major facilities projects to support educational and campus life programs.

Among facilities projects in planning and design are a major arts and innovation center, a completely new athletics complex, a center to support global, research, internship, and postgraduate experiences for students, and a downtown apartment complex for students and faculty. A first-in-NESCAC baseball and softball complex featuring separate artificial turf fields was [dedicated in April 2016](#).

Recognizing that a vibrant downtown Waterville is critical to both the region and to Colby, Greene has worked with city leaders to make downtown revitalization a priority. The College's early action, including the purchase of key buildings downtown, spurred additional private investment in real estate and economic activity on and around Main Street, notably [Collaborative Consulting's plan](#) to create 200 technology jobs in Waterville. Colby is working to develop a boutique hotel downtown, as well as a student apartment complex on Main Street that will focus on civic engagement and community partnership.

In his first two years as Colby's president, Greene launched task forces to bolster the College's commitment to diversity and inclusion, and to make the institution more globally focused. He also led outreach efforts to communicate the value and impact of a Colby education, which resulted in a doubling of the number of students seeking admission to Colby. These efforts produced the most academically prepared and diverse classes in the College's history. In 2015-16, Colby realized exceptional support for its programs, setting institutional records for funds raised in a single year.

Before arriving at Colby, Greene was executive vice president of the University of Chicago and, prior to that, served in leadership roles at Brown University and Smith College. At the University of Chicago he led high-priority initiatives including revitalization of community and commercial areas in Hyde Park, near the university's campus; a master plan to support \$3 billion in infrastructure improvements and expansion, including residence halls, research buildings, clinical care facilities, and art centers; an affiliation with the Marine Biological Laboratory at Woods Hole and establishment of the Becker Friedman Institute for Research in Economics; and development of new research and teaching centers in Chicago, New Delhi, and Beijing.

Greene received a bachelor's degree in history from Hamilton College and a master's degree in human development and psychology from Harvard University before earning a master's and a doctoral degree in education and social policy at Harvard. In addition to the economics of education, his research interests include social and political movements and their influence on individuals and institutions.

## Client Overview

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One of the finest liberal arts colleges in the United States, Colby has an international reputation for excellence. Faculty scholars from around the world and intellectual students from more than 70 countries are drawn to the scenic Mayflower Hill campus and to Maine's tranquil environment.

More than 250 faculty members and approximately 550 other employees work together to provide students with academic experiences, and

administrative and support services. One of central Maine's largest employers, Colby aspires to be the best workplace in the state and in the higher education sector.



## ***Community Impact – The Waterville Partnership:***

Members of the community from all sectors of the city have joined together to make catalytic investments and revitalize a beautiful, historic downtown.

Over the past century, significant changes in industry and manufacturing have left their impact on the character of downtown. The closure and eventual decommission of the mills, along with radical transformation of the urban renewal projects of the 1960s, significantly changed the city's character, turning what was once a dense and vibrant downtown into a less cohesive patchwork of spaces.

In March 2015, a steering committee, chaired by Colby College's President David A. Greene, convened to begin discussing ways to build on existing efforts to transform downtown Waterville into a more vibrant, dynamic destination for residents, visitors, and businesses. The effort is a partnership of Colby College and civic and business leaders in Waterville, all of whom share the goal of stimulating the city's economic, retail and job growth.

Since he arrived at Colby in July of 2014, President Greene has consistently emphasized the College's commitment to help drive positive change for the city. "The prosperity of Waterville and Colby have been linked for more than two hundred years," he said. "We have a terrific opportunity to further our shared interests through strategic investments in Waterville's historic center, long a regional hub for commercial activity and the arts."



The planning process to date has been exciting, inclusive, diverse, and has included representatives from local institutions, business owners, downtown residents, and engaged citizens from throughout the city. Meetings began in the summer of 2015 and have continued throughout 2016. Several front-page newspaper articles have followed the planning process closely. The work is ongoing and overall there is a high level of interest and engagement with a wide range of views, ideas, suggestions, and concerns expressed. The conversation has been largely positive, with support for the vision and a strong desire to seize the moment and get started.

For more about Waterville's revitalization project, please refer to: <http://www.colby.edu/downtown/>

## College and Student Advancement

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In fiscal year 2016, Colby raised \$61 million in restricted and unrestricted contributions, of which approximately \$7 million was for the annual fund. Alumni participation averages 45% and alumni engagement 50%. Over the next several years, Colby's advancement team will be raising sights to significantly increase dollars and donors to all areas of fundraising and to bring alumni participation above 50%.

On June 30, 2010, Colby exceeded its \$370-million *Reaching the World* campaign, raising a total of \$375,886,268 million in the largest fundraising campaign in Maine's history. The College is now in the leadership phase of an ambitious, comprehensive campaign and is expanding its advancement team to further enhance outreach, engagement, and philanthropic support. Colby's overall fiscal health is very strong as the College boasts an endowment currently valued at \$711 million.

## College and Student Advancement Leadership

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**Daniel G. Lugo**  
**Vice President for College and Student Advancement**

Daniel G. Lugo was named Colby College's vice president for college and student advancement in January 2015. In a newly configured role, Lugo oversees development, alumni relations, and the networking that will allow the College to bolster students' experiential opportunities.

Previously, he served as vice president and dean of admissions and financial aid at Franklin & Marshall College in Lancaster, PA. "Daniel Lugo is a remarkable higher education leader," said Franklin & Marshall President Daniel R. Porterfield. "He has vision, intellectual clarity, outstanding analytical skills, tremendous professionalism, and an abiding love for liberal arts education. His terrific work at F&M led to significant enhancements of the student experience and helped position the college for sustained excellence. While we're saddened to see him go, his impacts were meaningful, and he will go on to do great things."

Lugo is a graduate of Carleton College. He earned a law degree at the University of Minnesota and practiced intellectual property and entertainment law for nearly a decade before returning to Carleton, where he

worked in progressively responsible positions in admissions and advancement. Lugo's leadership was instrumental in elevating Franklin & Marshall's student and institutional profile, financial aid resources, and admissions efforts. Throughout much of his career in higher education, he has helped to develop cultivation and solicitation strategies for high-level donors and worked collaboratively on communications programs that have advanced the institutions' missions.



**Rachel Smith Silver**  
**Associate Vice President for College and Student Advancement**

Rachel Smith Silver came to Colby in March 2016 as Colby's associate vice president for college and student advancement. In this new role, she oversees development, alumni and parent programs, donor relations, presidential engagement, and advancement communications, and helps drive campaign planning and principal gifts strategy.

Before Colby, she was at Dartmouth College as executive director of the provost's office and associate provost for advancement where she worked strategically across areas to advance a wide range of institutional priorities. Previously, she served in a variety of development positions at Harvard Law School, the Sloan School of Business at the Massachusetts Institute of Technology, Groton School, and Beth Israel Deaconess Medical Center.

## Location

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### **Waterville, ME:**



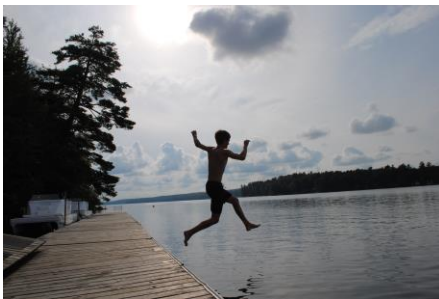
Colby and Waterville offer a vibrant arts scene including the finest college art museum in the country, one of the nation's great independent cinemas, and the Maine International Film Festival. Located on the banks of the Kennebec River, Downtown Waterville is home to a unique mix of shops, restaurants, and services. There is a year-round calendar of outstanding events, such as the Taste of Waterville, Maine Open Juried Art Show and the Downtown Waterville Farmers' Market, along with standout cultural assets, including the magnificent Waterville Opera House and the Waterville Public Library.



Just five minutes from Interstate 95 and halfway between the Atlantic Ocean and the Appalachian Mountains, Colby's location provides easy access to outdoor recreation and to the towns and attractions of coastal Maine. The state capital of Augusta is 20 miles south of Waterville, and is focused on preserving and celebrating the state's history. Travel another half-hour or so down I-95 and you can be in Portland, Maine - the state's largest city and dubbed by *Bon Appétit* magazine as the "Foodiest Small Town in America" for its innovative restaurants and growing number of award-winning chefs.



Travel beyond Maine is also accessible with multiple airports within an hour of Waterville at Augusta State Airport and at Bangor International Airport. In Waterville, the Robert LaFleur Airport is a general aviation airport where private aircraft owners can land and take off from the airport at any time of the day or week.



The links below provide additional information on Waterville and the surrounding region:

[Things to See and Do](#)

[Maine Weather](#)

[Mid-Maine Chamber of Commerce](#)

## **Background Checks:**

Prior to submitting 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  
Lisa Vuona, Vice President at  
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or send nominations or cover letter and resume to  
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All inquiries will be held in confidence.



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