

BOSTON COLLEGE

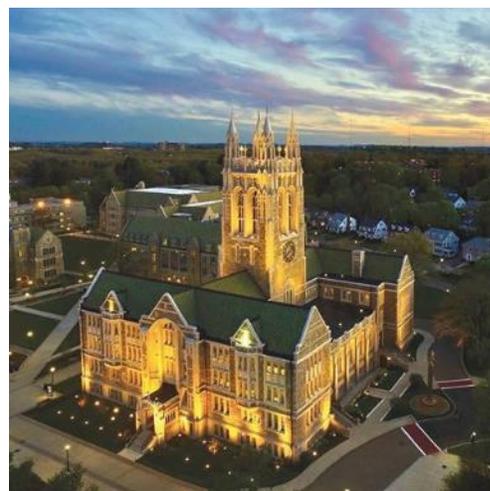
Executive Director, Advancement Information Systems & Prospect
Development
Chestnut Hill, MA
<https://www.bc.edu/>

Send Nominations or Cover Letter and Resume to:
Wendy Lazar
Senior Consultant
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The Opportunity

Boston College seeks an experienced, collaborative, and analytical leader to serve as its Executive Director, Advancement Information Systems & Prospect Development. The ideal candidate is someone who is not only adept at organizing and leading sophisticated data systems but also strong at drawing strategic insights from data. This is a particularly exciting time to join the team as it is in an early stage of planning for an upcoming historic campaign.

In addition, this individual also needs to be someone who embodies the mission of the University and strives for performance at the highest levels, both individually and collectively, in the spirit of the University's motto of "Ever to Excel." This is an outstanding opportunity for a highly skilled manager and a strategic and creative colleague. A successful track record leading teams that represent best practice models in higher education and a passion for developing talent are essential.



Overview



[Boston College](#) (BC) is one of the nation's best and most selective universities, located on one of the country's most beautiful college campuses. Grounded in the ideals that inspired its Jesuit founders, BC urges students to look inward but always to reach out — to develop their minds and talents to the fullest and use them in service to others.

Currently ranked 37th among national universities in *U.S. News & World Report*, BC enrolls 14,600 students in more than 50 fields of study, through eight schools and colleges in Boston, America's preeminent city for higher education. BC has over 800 talented faculty, a low faculty/student ratio of 1:11, an undergraduate acceptance rate of 27.9%, and is home to 31 men's and women's NCAA Division I varsity sports teams. The University's students have earned more than 200 prestigious academic scholarships over the past decade, including three Marshalls, eight Goldwaters, and 179 Fulbright grants.

BC endeavors to educate a new generation of leaders — men and women who will be capable of shaping the future with vision, justice, and charity — with a sense of calling and with concern for all humankind. It pursues this challenge because it is a worthy goal for any university, but particularly for BC, a university uniquely suited to be a beacon of hope and light for all.

Advancement Overview:

BC's Office of University Advancement, led by Senior Vice President Jim Husson, has experienced significant growth and success in recent years. Currently staffed at 205 with the goal of hiring 25 incremental staff prior to the launch of the next campaign, the division has attracted some of the most capable and collegial professionals in the field. With one of the industry's highest retention rates combined with a culture of community, collaborative best practice, and career progression, BC Advancement is a leader among its peers.



BC's record-breaking *Light the World* campaign raised a total of \$1.6 billion, exceeding its goal by more than \$100 million. The campaign, concluded in May 2016, was one of the most successful in higher education this decade, featuring gifts from 140,000 donors and more than tripling the results of Boston College's *Ever to Excel* campaign, which raised \$441 million in 2003. *Light the World* doubled annual

philanthropic revenue from \$60 million in 2005 to \$161 million in 2019, positioning BC among the top 5% of private colleges and universities nationwide in annual contributions.

In partnership with dedicated campus colleagues and a global network of alumni, parents, and friends, the Office of University Advancement is guided by four core values as outlined in its statement of purpose:



- Inspire alumni, parents, and friends to establish BC as a priority in their lives and to support its academic and societal mission as a Jesuit, Catholic university.
- Secure philanthropic resources that fuel the work of faculty and students and enable the University to realize its fullest potential.
- Foster a culture of inclusion and mutual respect, working as men and women for others in the Jesuit, Catholic tradition.
- Strive for performance at the highest levels, both individually and collectively, in the spirit of the University's motto of "Ever to Excel."

Leadership:



James J. Husson
Senior Vice President for University Advancement

Jim Husson oversees the University's development and alumni relations functions. He joined the development team in 2002 as the Vice President for Development and was promoted to his current position in June 2004. Jim has more than 30 years of experience in educational advancement and has served as the Vice President for Development for Brown University and as the Director of Major Gifts for Harvard's Faculty of Arts and Sciences. Early in his career, he worked for two private secondary schools, Northfield Mount Hermon School and Cushing Academy, and for the Harvard Graduate School of Design. Jim is a graduate of the University of Rochester and Northfield Mount Hermon School and a Boston College parent. Jim is the recent past Chair of the CASE Summer Institute in Educational Fundraising (SIEFR), where he had been a member of the faculty since 2008, and is a member of the CASE50 and serves on CASE's task force on reporting standards and management guidelines.



Brenda Speight Ricard, Ph.D.

Associate Vice President, Operations and Planning for University Advancement

Brenda Speight Ricard, Ph.D. has spent the past 30 years working in higher education administration at Boston College where she currently serves as the Associate Vice President, Operations and Planning for University Advancement. In addition to her current role, Brenda has served in leadership roles in the office of the Vice President for Student Affairs and in the office of the Executive Vice President. Her professional experiences have included significant work in strategic planning, organizational development, and reengineering in higher education. She has successfully led the development and implementation of a number of key initiatives at Boston College, including shared business service centers in several areas on campus designed to improve service and reduce cost. More recently she managed, on behalf of University Advancement, the design and renovation of the new Cadigan Alumni Center into which staff from three different buildings were moved. With its new, contemporary open office design, this project has had a significant impact on the organization, creating many opportunities for creativity and collaboration. She graduated with a B.S. in marketing from the University of Connecticut's School of Business Administration and earned her M.A. and Ph.D. in higher education administration from the Lynch School of Education at Boston College.

Position Overview — Executive Director, Advancement Information Systems & Prospect Development

The Executive Director, Advancement Information Systems & Prospect Development works directly with the senior management team within University Advancement (UA) on issues pertaining to the strategic use of technology and data with the goal of providing the Senior Vice President, University Advancement; Vice President for Development; and the Associate Vice Presidents with timely management information. The Executive Director oversees all technical aspects of the acquisition, recording, and maintenance of gift and donor information at Boston College. This includes oversight of all core business applications and data architecture; data governance; system integration; business analysis and reporting requirements; gift processing and compliance with IRS, FASB, PCI, CASE, and Boston College policies and procedures; the collection and maintenance of all alumni, parent, and friend constituent data; and training and support for all UA staff members. In addition, the Executive Director oversees the Office of Prospect Development (OPD) within which the functions of prospect research, predictive data modeling, and prospect management are managed. The Executive Director is responsible for oversight of the AIS and OPD budgets, Blackbaud CRM system access, compliance, and security.

Supervisory Responsibility:

The Executive Director leads a team of 37 FTEs. S/He supervises the Director, Prospect Development; Director, Gift Acceptance & Compliance; and the Director, Systems & Data Management.

Opportunities and Expectations:

- Serves as a key advisor to members of the University Advancement senior leadership team;
- Provides overall leadership for application development, gift processing, prospect research, prospect management, reporting, and data analysis;
- Balances high demand for report production against strategic priorities;
- Works collaboratively with other University offices including Information Technology Services and the Controller's Office; and
- Leads strategic planning efforts across complex applications and environments.

Qualities and Qualifications:

This position requires a Bachelor's degree and a minimum of 10 years of experience managing teams, preferably in advancement services. Requires a strong background in research or analysis, business process design, report development, testing, and support of advancement information systems with an emphasis on data quality control. Also requires excellent communication, leadership, and listening skills, as well as the ability to work effectively and communicate (verbally and in writing) with all levels of management and staff both technical and non-technical.

Technical and Operational Skills:

This position requires technical expertise and knowledge, with 10 years of hands-on management, application development, and financial reporting experience with large development and alumni data processing systems and a thorough and practical knowledge of the following:

- Database technologies;
- System development life cycles;
- Business and application analysis;
- Programming techniques and standards;
- Implementation of enhancements and new departmental systems, on time and on budget; and
- University, government, and industry-driven policies and procedures, especially around compliance and reporting.

Must be able to demonstrate the following:

- Experience in developing, querying, and maintaining relational databases, preferably Oracle;
- Strong background in analysis, design, development, testing, and support of advancement information systems with an emphasis on data quality control;
- Broad knowledge of industry best practices in data reporting and data modeling; and

- Successful supervisory experience focused on setting priorities, managing, and motivating a diverse team.

Project and Team Skills:

Must be able to demonstrate the following:

- Able to orchestrate multiple activities to get the job done;
- Good working knowledge of project management methodologies and principles; and
- Excellent supervisory skills to develop and retain top-notch AIS and Prospect Development staff.

Background Checks:

Prior to submitting your resume for this position, please read it over for accuracy. Lindauer does verify academic credentials for its candidates, and our clients frequently conduct background checks prior to finalizing an offer.

Boston College is committed to the policies, principles, and practices of equal opportunity, affirmative action, and nondiscrimination in all of its activities, including, but not limited to employment. Boston College commits itself to maintaining a welcoming environment for all people and extends its welcome in particular to those who may be vulnerable to discrimination on the basis of their race, ethnic or national origin, religion, color, age, gender, marital or parental status, sexual orientation, veteran status, or disabilities.

**To learn more, call 857-366-5419
or send nominations or cover letter and resume to
Wendy Lazar, Senior Consultant at
wlaraz@LindauerGlobal.com.**

All inquiries will be held in confidence.



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