



Duke Cancer Institute

Senior Executive Director,
Duke Cancer Institute Development
Duke Health Development and Alumni Affairs

Durham, NC
www.duke.edu

Send Nominations or Cover Letter and Resume to:

Anne Norton
Senior Consultant
617-262-1102
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The Opportunity:

LOIS L. LINDAUER SEARCHES is proud to partner with Duke Health in its search for the position of Senior Executive Director, Duke Cancer Institute Development.

The Duke Cancer Institute (DCI) is a unique entity that encompasses the wide range of groundbreaking cancer programs, projects and collaborations that result in cutting-edge research and world-class care for more than 8,000 new patients each year. Utilizing

a unique model encompassing cancer research and clinical care, the Duke Cancer Institute is a hallmark entity of Duke Health, challenging boundaries and embracing innovation by providing specialized, multidisciplinary treatment for patients with every type of cancer.





Duke Health Development & Alumni Affairs (DHDA) seeks a dynamic development expert to serve as the Senior Executive Director, Duke Cancer Institute Development. The Senior Executive Director will bring an engaging and effective leadership style, deep major gifts expertise, and superior relationship-building skills to the DCI's expanding philanthropic efforts. The Senior Executive Director will have a dual report to the Vice President of DHDA and to the Executive Director of the Duke Cancer Institute, and

will serve as a member of the Duke Health Development Leadership Management Team. The ideal candidate will have 15+ years of related experience in cultivating and securing major gifts, motivating and managing a high-performing team, and successfully navigating the complexities of a large hospital system or academic medical center.

This is the ideal opportunity for a diplomatic, creative, and confident leader to join a world-class cancer institute affiliated with a top-ranked university. The Senior Executive Director will be a skilled and collaborative fundraiser, facilitator, and manager with demonstrated experience delivering on philanthropic priorities within a complex health system.

The Senior Executive Director will bring professional acumen, positive energy, and exceptional interpersonal skills in his/her dealings with a wide range of colleagues and collaborators. This is a unique opportunity to develop and enrich partnerships across Duke Health and Duke University.

The preferred candidate for this role will bring presence, persistence, and purpose to cancer fundraising, and will lead and inspire the team by example and through clearly articulated goals and metrics. A deeply effective and dynamic relationship-builder who can deliver a rigorous, results-oriented fundraising program will be successful in this position.

Senior Executive Director, Duke Cancer Institute Development

The Senior Executive Director, Duke Cancer Institute Development provides strategic direction and is responsible for planning, managing and executing fundraising activities in support of Duke Cancer Institute, including increasing the number and value of leadership and principal gifts, moving the major gifts program

to a new level of success by securing new gifts by focusing on faculty engagement and grateful patient support, as well as on other sources and continuing growth in annual giving programs. The Senior Executive Director will be responsible for enhanced community engagement programs and creative, effective and well-coordinated development communication to include social and digital media.

The Senior Executive Director, Duke Cancer Institute Development is responsible for volunteer programs; recruiting and managing DCI Board of Advisors; managing, mentoring and organizing a strong and growing professional team; pursuing an individual prospect portfolio; and cultivating positive relationships among faculty, patient families, community supporters, and Duke alumni affiliated with the Duke Cancer Institute. The Senior Executive Director reports to the Duke Health Vice President of Development & Alumni Affairs and the Executive Director, Duke Cancer Institute, and collaborates with them to determine priorities to meet endowment, capital, new initiatives and operating needs that will position the Duke Cancer Institute as a pre-eminent cancer research, care and education institution in the United States. Duke Cancer Institute's mission includes patient care, teaching, research, and advocacy.

The Senior Executive Director, Duke Cancer Institute Development is a member of the Duke Health Development & Alumni Affairs Leadership Management Team and draws upon DHDAA resources for success and alignment with Duke Health Policies and Procedures, following guidelines for best practices. The Senior Executive Director contributes to the development and implementation of DHDAA goals and objectives.

Work Performed — 40%

- Oversee and manage all development activities of the Duke Cancer Institute

Strategic Planning and Leadership — 20%

- In consultation with the Executive Director, DCI, prioritize the funding opportunities for DCI initiatives
- Design, implement and oversee fundraising strategic plans as well as annual operating plans for support of Duke Cancer Institute that orient the development program toward maximizing principal, leadership and major gifts and enhancing traditional and new programs, including community programs, to encourage annual giving. Oversee organizational design and development to achieve program objectives.
- Design and implement ongoing programs that identify, cultivate, and result in solicitation of major gifts in support of the above-mentioned program and in a campaign environment.
- Collaborate strategically with Duke Health and Duke University colleagues to identify and engage prospects with an interest in cancer from the broader Duke community. Develop relationships important to success within DHDAA and University Development.

- Serve as a member of the Duke Health Development Leadership Management Team. Actively participate in overall fundraising planning and implementation, work culture activities, and DHDAA operational policies and procedures.
- Create a comprehensive development communications plan, maintaining strong relationships with the communications team for Duke Health Development & Alumni Affairs, as well as the DUHS Marketing and Communications Department.

Fundraising/Volunteer Management — 20%

- Manage a portfolio of significant prospects and donors qualified at \$100,000 and above. Work collaboratively with the AVP, Leadership and Principal Gifts and Senior Executive Director of Major Gifts to devise comprehensive, effective strategies for these prospects.
- Serve as the senior staff leader for Duke Cancer Institute Board of Advisors, an important volunteer board that extends the DCI's reach into the philanthropic community. Guide and participate in the recruitment of members and develop effective plans and programs for the Board.
- Oversee and participate in faculty engagement program to encourage fundraising from grateful patients and other potential prospects; draw upon best practices and support of the DHDAA major gifts team.
- Provide development support for the Senior Executive Director of DCI and other senior academic leaders interested in patient care, research, education, and advocacy in health.
- Provide ongoing stewardship of donors through special events, letters, calls and visits and appropriate naming and reporting programs.
- Develop appropriate analytical reports on progress and projections.

Management– 20%

- In consultation with Duke Health Development & Alumni Affairs management, determine fiscal and personnel requirements for Duke Cancer Institute Development team, and prepare budgetary recommendations.
- Supervise a professional and support staff, including directing personnel actions such as hiring, performance appraisals, promotions, transfers, and vacation schedules, among others.
- Perform other related duties incidental to the work described herein.

The above statements describe the general nature and level of work being performed by individuals assigned to this classification. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so classified.

Minimum Hiring Specifications:

Education/Training

Work requires communications, analytical and organizational skills generally acquired through completion of a Bachelor's degree program. Master's preferred.

Experience

Minimum of 15 years of fundraising and management experience in development, including alumni relations, major, and principal gifts work. Experience in academic medical centers a significant advantage.

Skills

Duke Health seeks a seasoned development officer who has had experience identifying, cultivating, soliciting, and stewarding significant gifts; managing a volunteer board and overseeing the development of compelling proposals.

Strong leadership skills and proven record in strategic and initiative planning, collaborative priority setting, project management and motivating and mentoring staff. Candidates for this position must have experience and a high degree of comfort in developing, promoting, and creating and leading a fundraising program in a complex, interconnected academic health and university environment.

Must command respect among peers, faculty, administrators and volunteers and provide motivation to succeed. Must ensure prompt follow up and communication, with emphasis on keeping people and projects connected.

Demonstrated ability to handle multiple, complex fundraising activities simultaneously and coordinate solicitation strategies in a decentralized but interconnected environment.

Ability to devise and implement yearly operating and multiyear fundraising plans for initiatives, key priorities and campaigns as needed.

Excellent oral, written communication and interaction skills.

High level of creativity, problem solving, initiative and motivation.

OR AN EQUIVALENT COMBINATION OF
RELEVANT EDUCATION AND/OR EXPERIENCE

Development Overview

Duke Health Development & Alumni Affairs is the fundraising arm of Duke Health, and its work ranges from connecting individuals' philanthropic priorities with a host of health areas to facilitating transformational gift opportunities for donors. Grateful patients represent a large portion of Duke Health's overall philanthropic support, and fundraising portfolios are organized by disease areas and in some cases, by gift levels.

Duke Cancer Institute Development is part of Duke Health Development & Alumni Affairs. The Senior Executive Director oversees the Duke Cancer Institute Development team, comprising staff dedicated to major gifts, annual giving, community engagement, advancement services, and administrative support.

Duke Cancer Institute Development's shared focus is on securing philanthropic support for the Duke Cancer Institute. Last year, the Duke Cancer Institute Development team raised \$22 million.

Client Overview

Duke Cancer Institute:

Duke was named one of the original eight National Cancer Institute (NCI)-designated comprehensive cancer centers in 1973; today, DCI is one of only 69 NCI-designated centers (representing the top 4% of U.S. centers) in the country. Duke has maintained top rankings for cancer care in the United States for more than 40 years, due in large part to its commitment to combining cutting-edge research with compassionate care.

Founded in 2010, the Duke Cancer Institute (DCI) is a single entity — the first of its kind at Duke — that brings cancer care and research even closer together. By uniting hundreds of cancer physicians, researchers, educators, and staff across the medical center, medical school, and health system under a shared administrative structure, the DCI offers unprecedented opportunities for teamwork among the scientists in its labs and caregivers in its hospitals and clinics. The DCI has organized its flagship cancer center to assemble each patient's entire clinical team and treatment resources in a single building. Duke Cancer Institute integrates patient care, research and education. This ground-breaking model for care improves patient outcomes, decreases the burden of cancer, and accelerates scientific progress.



To learn more, please see the [DCI's 2016 Annual Report](#).

Duke Health:

Duke Health encompasses the biomedical and health components of Duke University, including: the Duke University School of Medicine, the Duke-NUS Medical School in Singapore, the Duke University School of Nursing and the Duke University Health System. Duke Health also intersects with programs in the Duke Global Health Institute and across schools and centers throughout Duke University.

Duke Health is unwavering in its commitment to improving the health and wellbeing of people across North Carolina and around the world by conducting the most innovative biomedical research; translating that research into new methods of prevention, diagnosis and treatment; educating the healthcare professionals of tomorrow; and developing better models of global and community health. With highly respected research programs in areas ranging from cancer and heart disease to the basic sciences and health policy research, Duke is also home to the nation's largest and oldest academic clinical research organization: the Duke Clinical Research Institute.

The 20162017 *U.S. News & World Report* rankings again placed Duke University Hospital among its honor roll of top hospitals in the nation, naming it #16. *U.S. News & World Report* also ranked the Hospital #1 in North Carolina and #1 in the Raleigh-Durham region for the sixteenth consecutive year. The publication also ranks the Duke University School of Medicine #7 in the nation, and ranks both the Duke University School of Nursing and its Doctor of Nursing Practice Program in the #1 spots.

Duke University:

Younger than most other prestigious U.S. research universities, Duke University consistently ranks among the very best. Duke's graduate and professional schools — in business, divinity, engineering, the environment, law, medicine, nursing and public policy — are among the leaders in their fields.



Duke's home campus is situated on nearly 9,000 acres in Durham, North Carolina. Duke is also active internationally through the Duke-NUS Graduate Medical School in Singapore, Duke Kunshan University in China, and numerous research and education programs across the globe.

The University is highly ranked by most national and global league tables and in 2014, Thomson Reuters named 32 Duke professors to its list of Highly Cited Researchers, making it fourth globally in terms of primary affiliations. Duke also ranks fifth among national universities to have produced Rhodes, Marshall, Truman, Goldwater, and Udall Scholars. Duke has two Nobel Laureates on its faculty, and three Turing Award winners and 25 Churchill scholars are affiliated with the University. Duke's sports teams compete in the Atlantic Coast Conference; its basketball team is renowned for having won 5 NCAA Men's Division I Basketball Championships, and the Duke football team has reached post-season bowl games for the past 4 years.

Location

Durham, NC:

Durham, a city of more than 200,000 people, is the home of Duke University. With Raleigh and Chapel Hill, Durham makes up the Research Triangle, a region that features numerous high-tech companies and enterprises and is anchored by Duke University, North Carolina State University, and the University of North Carolina at Chapel Hill. Durham has been touted as a top place to live and in 2014, Forbes.com ranked Durham as one of the "Top 20 Places to Educate



Your Child." In 2017, the Durham and Chapel Hill metro area was recognized as the twenty-first happiest place to live in the nation by *Yahoo Finance*, and CNBC ranked Durham as a top fast-growing city that offers the best job prospects. In May 2017, *Smart Asset* cited Durham as having the #1 healthiest housing market in North Carolina.

Duke University and Duke University Health System are Durham's largest employers. IBM, GlaxoSmithKline, Blue Cross & Blue Shield of NC, Fidelity Investments, Quintiles, RTI International, Cree, and AW North Carolina, along with Durham Public Schools and Durham VA Medical Center top the list of the city's other large employers.

In recent years the City of Durham has revitalized its downtown and has undergone an economic and cultural renaissance. Partnering with developers from around the world, the city continues to promote the redevelopment of many of its former tobacco districts, projects supplemented by the earlier construction of the Durham Performing Arts Center and new Durham Bulls Athletic Park. The American Tobacco Historic

District, adjacent to both the athletic park and performing arts center, is one such project, having attracted many restaurants, entertainment venues, and office spaces geared toward high-tech entrepreneurs, investors, and startups. This reinvigoration of the area has resulted in a hive of arts and culture activities and an array of restaurant, food truck, and farmer's market options, making Durham a foodie destination for residents and tourists alike.

Durham's arts scene features jazz festivals, plays, blues festivals, symphony concerts, art exhibitions, and a multitude of cultural expositions. A center of Durham's culture is its Carolina Theatre, which presents concerts, comedy and arts in historic Fletcher Hall, and independent and repertory film in its cinemas. The Nasher Museum of Art produces nationally recognized traveling exhibitions of global contemporary art.

Since its opening in 2008, the Durham Performing

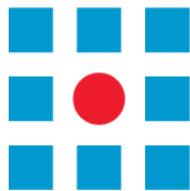
Arts Center (DPAC) has become the center for live entertainment in North Carolina. Recognized for its contemporary design, DPAC hosts over 200 performances a year including spectacular touring Broadway productions, high-profile concert and comedy events, family shows, and the heralded American Dance Festival.



Background Checks:

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

To learn more, call
Anne Norton, Senior Consultant at
617-262-1102
or send nominations or cover letter and resume to
anorton@LLLSearches.com.
All inquiries will be held in confidence.



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Leadership



Michael B. Kastan, M.D., Ph.D.
Executive Director, Duke Cancer Institute

Michael B. Kastan, M.D., Ph.D., has served as the executive director of the Duke Cancer Institute since 2011. A renowned cancer scientist, Dr. Kastan was previously the director of the Comprehensive Cancer Center at St. Jude Children's Research Hospital where he led efforts that resulted in it becoming the only pediatric hospital designated by the National Cancer Institute (NCI) as a Comprehensive Cancer Center.

A pioneer in describing molecular and cellular events that cause cancer and its progression, Dr. Kastan has garnered a national reputation as a visionary leader in cancer research and care.

In the 1990s, Dr. Kastan published a series of papers describing the p53 protein, the most commonly mutated gene in human cancer, and its role in cellular repair and responses to damage. These findings launched discoveries that have provided a greater understanding into the causes of cancer and new approaches to treatment.

Dr. Kastan grew up in Charlotte, NC, and earned a degree in chemistry in 1977 as a Morehead Scholar at the University of North Carolina (UNC) at Chapel Hill. He won the prestigious Venable Medal in UNC's Department of Chemistry in 1977. He then graduated from Washington University School of Medicine in St. Louis, MO, and trained in pediatrics at The Johns Hopkins Hospital in Baltimore, MD. He remained at Johns Hopkins until 1998 when he joined St. Jude as Chairman of the Department of Hematology/Oncology. Dr. Kastan was elected to the Institute of Medicine of the National Academies in 2009. Among numerous other honors, he was elected to the American Society of Clinical Investigation (1995); was named a Stohlman Scholar by The Leukemia Society of America (1999); was elected to the Association of American Physicians (2003); and won the AACR-G.H.A. Clowes Memorial Award (2007) for outstanding contributions to basic cancer research.



Ellen Medearis P'13

Vice President, Duke Health Development and Alumni Affairs

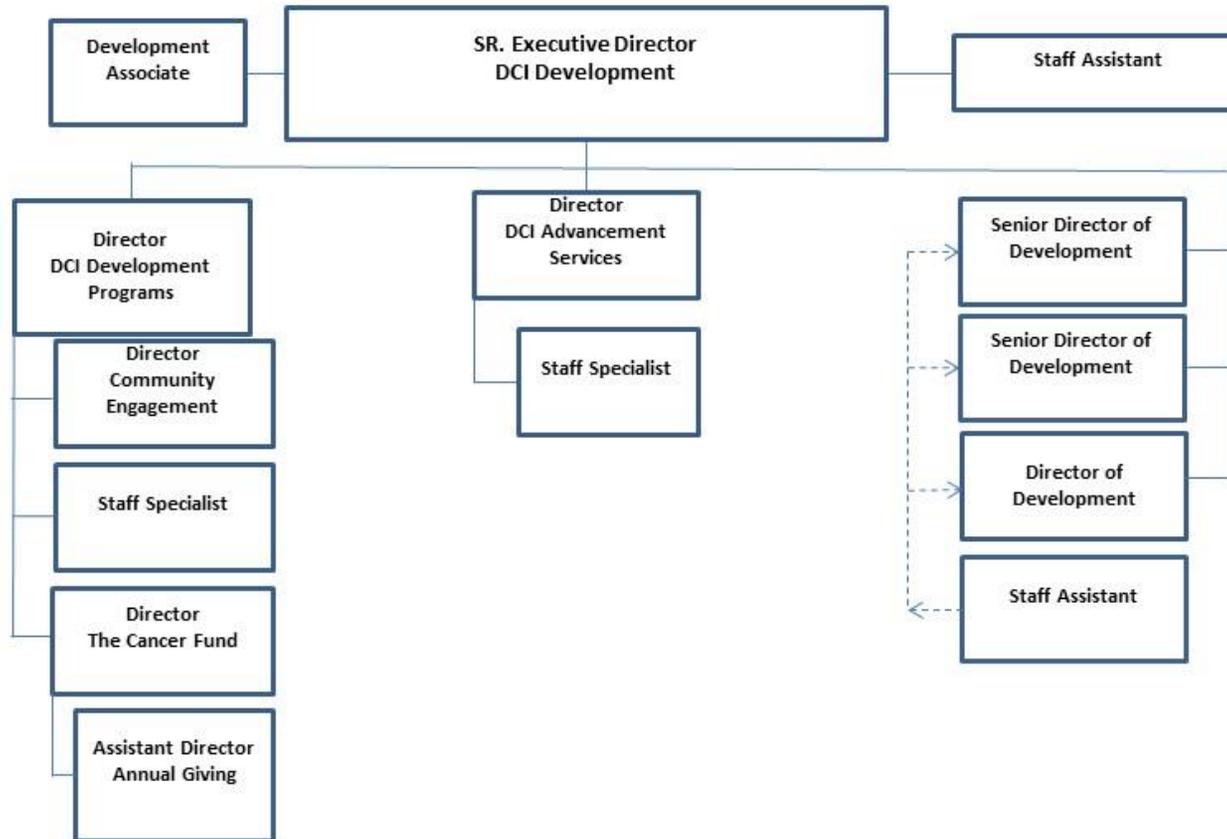
A Duke employee for 20 years, Ellen Medearis began at then-Duke Medicine as Director of Major Gifts, and served in the Duke University Development Office from 1996-2011 as Director of Major and Leadership Gifts, with promotions to Executive Director and then Associate Vice President.

During her tenure at Duke Health, Medearis has developed a new strategic plan for development and alumni programs, including a campaign plan and budget increases. During the recently completed campaign, Medearis and her team have introduced a comprehensive faculty engagement program, a new principal gifts program, and a gift officer metrics and training program. The office is 1 of just 2 at the University, outside of the Health System, to launch a culture survey to improve worker satisfaction and productivity.

Medearis is a graduate of Bryn Mawr College.

Organization Chart

DUKE CANCER INSTITUTE DEVELOPMENT



9/13/2017