

## **Associate Director Development, Student and Campus Experience**

<https://careers.uoguelph.ca/job/Guelph-Associate-Director-Development%2C-Student-and-Campus-Experience-ON-N1G-2W1/1290310647/>

At the University of Guelph, fostering a [culture of inclusion](#) is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

### **Location:**

Guelph, CA, N1G 2W1

### **General Purpose**

Alumni Affairs & Development (AA&D)'s purpose is to maximize philanthropic support for the University of Guelph's mission of creating unique solutions for the challenges facing our world. We achieve this purpose by building the kind of deep and sustained relationships with our donors, alumni and friends that increase awareness of, engagement with, and investment in the University of Guelph's work. As a member of this campus-wide team, the Associate Director of Development, Student and Campus Experience (ADD-SCE) epitomizes the department's shared values of respect, empowerment, integrity, appreciation, and forward focus.

The University of Guelph is currently planning to launch its first fundraising campaign since 2014. The campaign aims to expand on the University's recent fundraising growth so that AA&D becomes a team that consistently raises \$ 75 M a year by 2030 (a record \$ 55M was raised in FY24/25). By aligning donor passions with the university's ambitious goals, the campaign will boost revenue, elevate the university's global profile, deepen donor relationships, and create a highly developed culture of philanthropy across the University community. Institutional leaders and volunteers will be highly engaged in advocating for the university's global impact and the vital role of philanthropy in achieving this vision.

### **Duties and Responsibilities**

The Associate Director of Development, Student & Campus Experience (ADD-SCE), based within Alumni Affairs & Development (AA&D), is a senior fundraising professional charged

with securing philanthropic support for programs and initiatives that drive student success and positive developmental experiences across the University of Guelph campus, independently of the University's Colleges. This role, reporting to the Director of Major Gift Advancement, partners closely with the Provost and Vice President (Academic) and the Vice Provost (Student Affairs). The ADD-SCE will focus on identifying, cultivating, soliciting, and stewarding donors committed to initiatives that directly contribute to student well-being, academic success, and campus community development. The Associate Director will play a critical role in advancing institutional goals by connecting donor interests with impactful initiatives benefiting students, ultimately contributing to a vibrant and supportive campus community.

The ADD-SCE, in collaboration with their team, is also tasked with building a planned giving pipeline in partnership with AA&D's Planned Gift team. The ADD also works closely with the Major Gift Stewardship Engagement Manager to carry out the stewardship of donors. This includes taking personal leadership for supporting staff in the student wellness portfolio in the implementation of gifts in accordance with donor approved gift agreements.

In addition to these responsibilities, the ADD-SCE will, in collaboration with the Director, Major Gifts, help to develop and implement a long-term fundraising strategy for Student and Campus Experience initiatives aligned with the overall University of Guelph multi-year and annual strategic fundraising plans, and work with other members of the team to implement the various projects and initiatives reflected in the strategic plan.

This role is integral to the Major Gift team's goal of a sustained fundraising effort of \$30M annually.

## **Requirements**

The university recognizes that no one individual will have the following skills/experience in equal measure but the qualifications below will be used to assess the suitability of candidates throughout the process:

- 6-9 years of experience in university or other public sector fundraising experience, with a proven track record of success securing principal and major gifts from a variety of stakeholders.
- Completion of an undergraduate degree; CFRE is preferred but not mandatory.
- Experience leading and managing team members, volunteers and working with senior staff.
- Ability to engage senior leadership in a variety of sectors at a strategic level.

- Superior strategic planning, people management and administrative skills to lead an advancement team ensuring fundraisers and other team members have both individual and group success.
- Superior interpersonal communication skills, including effective relationship building and experience working with individuals in senior or high-profile positions.
- Leadership and motivation skills, with proven ability to lead groups towards completion of long-term goals in dynamic environments.
- Experience with all aspects of the advancement environment, from alumni engagement, high-volume annual giving approaches to personal principal and major giving, to planned and legacy giving.
- Ability to think and act quickly and effectively under pressure, exercising tact, diplomacy, discretion, and good judgment.
- Experience with public relations, communications, and alumni relations programs.
- Successful experience managing personnel with diverse job requirements, both unionized and professional.
- Experience managing the personnel and resource requirements of competing projects and transitions between projects.
- Experience implementing complex processes and overlapping cycles of activity.

**Please include a cover letter along with your resume in your application.**

#### **Why choose the University of Guelph**

- Comprehensive Extended Health Care Benefits: Immediate enrollment in extended health to cover yourself and your family
- Time off: Strong vacation allocation, floater days, and paid time off during the December closure to ensure that you are at your best
- Wellness: In addition to extensive wellness programming, the University offers a yearly flexible spending credit that can be allocated to any of the following: Health Spending, Wellness or Professional Development
- Learning & Development: Learning and development curriculum and other professional growth opportunities
- On-campus Activities: Discounts on food and apparel, fitness programming, access to networking events and team building opportunities

- Improve Life: Work that directly impacts a brighter future by turning knowledge into action

The university provides a flexible work arrangement. This position is required to be fulfilled both remotely and on-campus (Guelph Campus)

Employee Type: Regular

Position Number: 10923408

Classification: P&M FT- Band 07

[Professional/Managerial Salary Bands](#)

The target hiring salary for this position is minimum and up to 96% of midpoint for the salary grade.