



OHIO NORTHERN UNIVERSITY

## *Ohio Northern University*

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### *Director of Development*

Reports to: Senior Director of Development for University Advancement  
Location: Ada, Ohio

### *About Ohio Northern University*

Ohio Northern University (ONU) is a safe, friendly, beautiful residential campus, situated on nearly 342 acres in Ada, Ohio. Founded in 1871, ONU is a private university proudly associated with the United Methodist Church.

The University is made up of five colleges, each preparing students to take on whatever challenges they see in the world. With over 3,000 students and more than 70 programs of study, students represent 34 states and 25 countries. ONU provides students with a rigorous academic experience and an 11:1 student-to-faculty ratio. The average class size for first-year students is 19, and there are 653 faculty and staff, with 83 percent of full-time faculty having Ph.D.s or terminal degrees.

Located within 90 minutes of several major cities, ONU offers the benefits of a rural setting and a short, easy drive to multiple metropolitan areas including Dayton, Columbus, Toledo and Ft. Wayne, Ind. Nearby Findlay, OH is 20 miles from Ada and is home to the world headquarters of Marathon Oil and Cooper Tire. In 2015 and 2016, Findlay was named by Site Selection magazine as America's top micropolitan community (cities of 10,000-50,000 population). Lima, OH is also a short drive from Ada.

Plan "ONU 2021" strategically positions ONU to propel forward, attaining greater success and arriving at our sesquicentennial year in 2021 poised for a milestone 150-year celebration. With over 31,000 alumni, ONU has a rich history of academic excellence, and is constantly evolving to meet society's ever-changing needs. Most recently, ONU has been recognized for teaching quality, high graduation rates, commitment to volunteer service and, most impressively, providing a high return on investment for our graduates.

### *About the Position*

Reporting to the Senior Director of Development, the Director of Development (Director) is a member of the development team. The Director is responsible for devising and executing a comprehensive major gift fundraising plan to maximize charitable support for the University and the designated college to which s/he is assigned through the identification, cultivation, and solicitation of major gift prospects. Several of the chief tasks include maintaining a portfolio of prospects, contacting donors, developing and promoting programs, and effectively managing data.

The new Director of Development will:

- be an ambitious and dynamic development professional who is dedicated to building a strong major gift and philanthropic culture throughout his/her designated college;

- have a successful history of closing major gifts, and identifying, attracting, and adding new donors;
- partner with the Vice President and Dean of the assigned college, including the establishment and implementation of all of the major gifts fundraising strategies, plans, and goals;
- support, assist, and partner with other development staff and institutional leaders;
- demonstrate effective strategic skills to connect and engage alumni, faculty, donors, and local and national philanthropists in major gift opportunities;
- be creative, innovative, and have a strong background in fundraising while working collaboratively; and
- have a passion for the impact that ONU can have on students, alumni, and the community.

### **Key Job Functions**

- Maintain an active portfolio of capable prospects who support a designated college's and University's mission
- Meet or exceed specific goals for donor contacts during the year
- Work with the Dean, senior faculty, and other University officials on appropriate cultivation, solicitation and stewardship visits

### **Position Competencies, Skills, and Qualifications**

The ideal candidate will possess a strong knowledge of fundraising, particularly advancement in a higher education setting and planned giving vehicles, as well as strong behavioral competencies and attributes described below.

#### Functional/Technical Knowledge and Skills

- Experience in fundraising and advancement strategies and techniques
- Expertise and demonstrated success in major gift strategies and practices in higher education including the responsibility to ensure compliance with governmental and University policies and regulations
- Develop and promote donor acquisitions and renewal programs
- Manage data in order to improve renewal and upgrade rates, average gifts, and other measurable results
- Conduct analysis and processing for various appeals
- Identify and cultivate potential Lehr Society donors in conjunction with the Office of University Advancement
- Plan and implement development and alumni engagement strategies that promote a comprehensive understanding of the college's mission, goals and priorities
- Work closely with Alumni Relations and volunteer leadership to develop relationships with alumni and donors
- Work with others on fundraising and alumni engagement activities
- Participate in University-wide and college alumni events to further alumni engagement activities
- Technology skills including computer literacy, familiarity with the internet, social media, word processing, spreadsheets, and database software programs

#### Behavioral Competencies and Attributes

- A high level of energy, enthusiasm, and dedication to the mission and goals of the institution
- High-level and effective problem-solving and decision-making abilities
- Ability to accomplish tasks in collaboration with and through others in a higher education organization
- Very strong interpersonal skills with the ability to be persuasive with a variety of constituents
- Ability to organize fundraising activities effectively, prioritize prospects, and participate in high-level gift discussions
- Strong leadership and management acumen
- Experience working as a part of a team
- Very effective communication skills (including, verbal, written, presentation, and listening skills)
- Ability to establish priorities, goals, and timelines and achieve quantifiable outcomes
- Passion for the work; ability to lead with vision
- Orientation toward action and results
- Ethics and integrity in all activities internal and external to the University

#### Qualification Requirements

- A Bachelor's degree in an appropriate field
- Significant experience (five+ years) in **fund development functions**
- Experience in **engaging constituencies** and working with volunteers
- Record of developing and implementing effective **fund development plans** and achieving **metric-driven goals**
- **Excellent oral and written** communications skills
- A **valid driver's license** and safe driving record

#### Desirable

- Graduate degree and CFRE are desirable
- Successful experience at a like-sized higher education institution or complex nonprofit organization

This position **requires travel** and a willingness to **work weekends and evenings** as necessary.

#### **Compensation and Benefits**

ONU offers competitive compensation and a comprehensive benefits package including: health insurance (medical, dental, vision); disability and life insurance; medical leave and generous vacation; and educational benefits for employees and their immediate family members.

## *Application Process*

Benefactor Group is pleased to be working with Ohio Northern University to identify the Director of Development.

To apply, please send cover letter and resume to: [HR@benefactorgroup.com](mailto:HR@benefactorgroup.com)

Candidates are urged to visit the ONU website at: <http://www.onu.edu/>

*ONU is an equal employment opportunity employer. Accordingly, no person shall be discriminated against on the basis of race, color, sex, gender identity, transgender status, religion, national origin, age, disability, sexual orientation, marital status, military or veteran status, genetic information or any other category protected by federal, state, or local law. This policy applies to all areas of employment including recruitment, hiring, training and development, promotion, transfer, compensation, benefits, discipline, separation and other terms, condition and privileges of employment.*