



MAJOR GIFTS DIRECTOR

ABOUT SAINT MARY'S COLLEGE

Saint Mary's College is a four-year, Catholic, women's liberal arts college that is located in Notre Dame, Indiana just north of the city of South Bend. The College sits across the street from the University of Notre Dame and includes 100 acres of trees, gardens, historic buildings, and technologically advanced classrooms beside the Saint Joseph River.

Founded by the Sisters of the Holy Cross in 1844, Saint Mary's College promotes a life of intellectual vigor, aesthetic appreciation, religious sensibility, and social responsibility. Saint Mary's is a Catholic, residential, women's, liberal arts college offering undergraduate degrees and co-educational graduate programs.

A pioneer in the education of women, the College fosters an inclusive, academic community where students discover and develop their talents as they prepare to make a difference in the world. All members of the College contribute to this mission in their response to the complex needs and challenges of contemporary life.

Frequently ranked among the top 100 Best National Liberal Arts Colleges by U.S. News & World Report, Saint Mary's distinguishes itself through its status as a preeminent women's college and its focus on Catholic education. A Saint Mary's education offers students six nationally accredited programs, more than 30 majors, and preparation for today's professional expectations with an emphasis on personal responsibility for social justice. The College enrolls approximately 1,600 students from nearly all U.S.

Core Values

- **LEARNING**
- **COMMUNITY**
- **FAITH/SPIRITUALITY**
- **JUSTICE**

Key Facts

- **20,000 living alumnae**
- **13M in annual contributions**
- **13 dedicated major & planned giving staff**
- **10 to 1 Student-Faculty ratio**
- **510 Saint Mary's and Notre Dame student organizations**
- **100% of incoming students receive merit-based scholarships**

Visit



states and ten countries – with 93% of graduates earning their degree on-time and within four years. Saint Mary's also offers graduate programs for men and women in the areas of autism studies, data science, speech language pathology, and nursing practice.

In 2014, Saint Mary's College completed their six-year Faith Always, Action Now comprehensive campaign – the largest in the institution's history – at \$105 million (\$25 million above its initial goal). Since the campaign's completion the College has continued to build out its \$192.6 million endowment, and purchased 41 acres of new, undeveloped land.

In October 2018, the College's Board of Trustees appointed [Nancy Nekvasil](#) – a member of Saint Mary's faculty for nearly 34 years and the most recent Provost and Senior Vice President for Academic Affairs – to serve in the role of Interim President until the summer of 2020. While the transition for a new leader begins, President Nekvasil has announced a focus on promoting the values that encompass Saint Mary's College via three strategic priorities. These include: enhancing student access to the transformative experience offered through Saint Mary's undergraduate and graduate programs; fostering an environment that ensures academic and personal success for each student; and strengthening and refining operational and financial practices. We invite you to learn more at www.saintmarys.edu.



THE POSITION

The Major Gifts Director is responsible for the identification, qualification, cultivation, solicitation, and stewardship of assigned prospects with a gift capacity of \$25,000+. The Director works in partnership with the Executive Director of Development to engage the College's closest partners, resulting in increased investment in the College. This individual reports directly to the Executive Director of Development.



RESPONSIBILITIES

The Major Gifts Director will have the following primary responsibilities:

- Implement the College's fundraising strategy as it relates to major gifts, including qualification, cultivation, solicitation, and stewardship of donors.
- Directly manage a personal portfolio of approximately 150 to 200 high-level major gift prospects.



- Initiate and strengthen relationships with donors; involving each assigned prospect in the mission and priorities of the College.
- Meet goal of 12-15 donor visits per month.
- Create individualized plans for donors, setting and meeting both annual and major gift objectives for each prospect under direct management
- Utilize College resources, including Banner database and in-house research, to identify, cultivate, and solicit an increasing base of individuals capable of providing gifts of \$25,000 and greater.
- Prepare materials for College President and other volunteers for high-level engagement with key prospects.
- Travel extensively to develop donor relationships across the country.
- Help to promote Saint Mary's gift planning program.
- Perform other duties as assigned.



QUALIFICATIONS

The following qualifications are desired for the Major Gifts Director:

- A minimum of five years of sophisticated major gifts experience, preferably in a higher education or independent school setting.
- A genuine passion for all-women's education; a commitment to – and the ability to effectively communicate – the mission of Saint Mary's College.
- Demonstrated track record of building effective, long-term relationships with prospective donors.
- Proven record of successfully achieving prior fundraising goals.
- Excellent written and oral communication skills with the ability to create and edit compelling documents for prospective and current donors.
- Superior interpersonal and organizational skills, with an ability to demonstrate sincere interest in others, listen closely, and think strategically.
- Demonstrated success in working collaboratively with many constituencies.
- Experience recruiting and coordinating volunteers.
- A general understanding of planned giving vehicles.
- Ability to travel extensively, complete tasks with minimal supervision, and manage up when necessary.



- An entrepreneurial, energetic, and self-motivated work style with a sense of humor.
- A bachelor's degree from an accredited college or university is required.



APPLICATION

To be considered for this opportunity, please send a letter of interest and resume to:

JOEY SCHEIBER

Associate Consultant, Executive Search

joey.scheiber@campbellcompany.com

(312) 896-8897 direct

Saint Mary's College, founded and sponsored by the Sisters of the Holy Cross, an order of the Roman Catholic Church, was chartered as an institution for women as a Catholic witness in higher education. It has continued to adhere to that focus and mission. As a Catholic institution, the College reaffirms its mission and philosophy which call for a modeling of social justice and Christian principles in our personnel policies and practices.

All College policies, practices, and procedures are administered in a manner consistent with our Catholic identity. With the foregoing understanding, Saint Mary's College will not engage in discrimination based on sex, race, color, national origin, religion (except where religion is a bona fide occupational qualification), age, disability, citizenship status, genetic information, veteran status, or any other characteristic protected by law. Based on our Catholic values, the College also prohibits discrimination based on sexual or political orientation.

In the areas of undergraduate admission, academic year housing, and varsity athletics, Saint Mary's College will remain exclusive in respect to sex, but not as to any of the other above-mentioned characteristics.

