SEARCH PROSPECTUS:

Vice President of Development
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The President and Board of Trustees of Naropa University, a private liberal arts institution in Boulder, Colorado, invite applications and nominations for the position of Vice President for Development. Under the leadership of President Charles G. Lief, the University has undertaken its second capital campaign, now in the latter stages, and is seeking an experienced advancement leader who can provide expert leadership to the development function and serve as a partner to the President in his role in both internal and external relations. The University will celebrate 50 years in 2024, and the new Vice President will join a team of senior leaders as it prepares the institution for its future.

The successful candidate will be a visionary and collaborative fundraising leader who values the diversity and contemplative foundation the University provides. The institution prefers a seasoned professional with a record of success in traditional and non-traditional fundraising practices including capital and comprehensive campaigns, major gifts, corporate and foundation relations, oversight of annual fund and special events, alumni relations, and the development of other funding programs to support institutional initiatives.

This is a unique opportunity for a mission-focused fundraising professional to build upon a development program that is wanting to reach new levels, and to impact a truly unique institution.
Founded in 1974 by Tibetan Buddhist teacher Chögyam Trungpa, and named for an 11th century Indian Buddhist sage, Naropa University describes itself as Buddhist-inspired, ecumenical and non-sectarian. As an institution offering contemplative education, the University promotes activities such as various forms of meditation of both Eastern and Western origins, and experiential learning to supplement traditional andragogical methods.

The core mission of contemplative education infuses all activities of the institution and encourages community members to live with awareness of and respect for one another and the world. The institution embraces diversity and inclusivity and recognizes that the practice of sustainability provides an essential connection among humanity and the natural world.

Naropa offers undergraduate majors, some unique in the nation, in the arts, education, environmental studies, peace studies, psychology, and religious studies. Minors are 12-credit academic specializations within focused curricular areas and include programs in the arts, education, science, and cultural disciplines. Master’s degree programs are offered in clinical, arts, leadership, and social science disciplines. The institution is accredited by the Higher Learning Commission and was the first Buddhist inspired institution to receive United States regional accreditation, conferred by the North Central Association of Colleges and Schools.
Naropa University is comprised of three campuses in Boulder, all linked by public transportation and close enough to bike from one to another. Each campus houses distinct departments, and students may attend classes at multiple campuses. The Arapahoe Campus hosts the Allen Ginsberg Library, the Performing Arts Center, the University Administration Building, and the President's office. Academic programs include religious studies, peace studies, contemplative education and environmental studies. Amenities include the Tea House, the Multicultural Center, recreational and leisure space and study areas. The Nalanda Campus includes the performing and visual arts programs and the Jack Kerouac School of Disembodied Poetics. The Paramita Campus houses the Clinical Mental Health Programs.

Naropa University was founded and remains in Boulder, Colorado, a small city of approximately 100,000 known for its high rankings in art, health, well-being, quality of life and education. With a temperate climate and thousands of acres of recreational open space, conservation easements and nature preserves, the Boulder area is a mecca for outdoor sports enthusiasts year-round. The city boasts a philharmonic orchestra, multiple dance companies and establishments, and annually hosts the Colorado Music Festival and the Conference on World Affairs. The city hosts a number of educational institutions in addition to Naropa University, including the University of Colorado at Boulder, and the Auguste Escoffier School of Culinary Arts. More than 20 science institutions located in Boulder include the Geological Society of America, the National Center for Atmospheric Research, the National Oceanic and Atmospheric Administration, and the Space Science Institute. The city has been listed in Forbes magazine among Best Places for Business and Careers.

**LOCATION**

**DEVELOPMENT AT NAROPA UNIVERSITY**

Led by the new Vice President, the fundraising team at Naropa University currently includes an Alumni Relations Officer, a Donor Relations Manager and is budgeted a Research and Data Manager. Necessary additional positions may be added at the suggestion of the new Vice President. The current budget for Development is approximately $528,000.

Current year revenues generated by the annual fund, major gifts, planned and corporate giving and foundation and grant giving are approximately $2.5 million, and the institution is in the latter stages of a $10 million capital campaign. In 2016 the University created a development strategic plan which included a self-assessment of the development function and a four-year plan. The new Vice President will continue to build on the progress made, and to develop the fundraising function as a transformative partner in the future of the institution.
THE VICE PRESIDENT FOR DEVELOPMENT

The new Vice President for Development will be a visionary and entrepreneurial leader who embraces the rich cultural identity of Naropa University and can provide operational and strategic leadership for all aspects of the advancement function.

As with many small, private institutions, the need to enhance non-tuition generated resources is critical at Naropa. The new Vice President will be called upon to focus energy and effort to support the institutional mission, enhance the recognition and reputation of the institution, support scholarships and build on capital resources. Of particular import is the ability of the new Vice President to partner with the President to enhance his capabilities in making the case for support and maintaining and enhancing donor relations.

The University seeks a hands-on leader who will be directly involved in fundraising operations and can maintain and further develop an existing development team. The new Vice President will play a major role in positioning this institution for additional growth by creating an effective program in fundraising and by cultivating new donor resources. The ability to communicate effectively with all levels of the institution including the Board of Trustees will be essential. The new Vice President will provide direction and leadership to maximize the talents, resources, and expertise existing throughout the institution, and to increase institutional partnerships and engagement with the University. Building and managing relationships with friends and donors in the Boulder community and the country at large will be a major part of the portfolio for the new Vice President.

Powerful and effective communication skills will be essential to the new Vice President for Development as the primary proponent of the University mission and its articulate and passionate spokesperson.

Responsibilities will include leading the development of a new strategic and operational plan for the development function, working with stakeholders to assure coordination of fundraising initiatives, activities and relationships, and establishing short and long-term goals to support institutional initiatives.
QUALIFICATIONS

The new Vice President will possess at minimum a baccalaureate degree, with a master’s degree preferred. S/he and will have experience in a supervisory role in a multi-faceted institutional development department. Most important, the new Vice President must be able to balance the needs of the internal operations while maintaining a portfolio of donors and friends outside the University, requiring travel both with and without the President. An established history of success as a development officer is required, and the capacity to inspire enthusiasm and collaboration in others will be key. A team orientation, expertise in strategic planning, a high level of comfort interacting and working collegially in a diverse community, a history of effective stewardship of institutional resources, collaborative management style, and sound personnel and fiscal management skills will be necessary. A deep personal commitment to the mission and philosophy of the University is required.
Academic Search is assisting Naropa University in the Vice President for Development search. Nominators and prospective candidates may arrange a confidential conversation regarding the opportunity by contacting Kate Nolde at kate.nolde@academicsearch.org or at 570-419-3457.

To apply, please submit a letter of intent, a full current CV or resume, and contact information for five professional references. Please note that references will not be contacted without approval of the candidates and at a later stage in the search process. Word documents sent as email attachments are preferred. Please send to NaropaVPDev@academicsearch.org. For full consideration, please submit materials by April 2, 2020.

All information regarding candidacy in this search will be kept in strict confidence throughout and after the search is completed.

Naropa University is dedicated to the principles of equal employment opportunity in any term, condition, or privilege of employment. The law forbids discrimination in every aspect of employment, including hiring, discharging, promoting or demoting. It also prohibits harassment during the course and scope of employment, or discrimination in matters of compensation, terms, conditions, or privileges of employment.

Naropa University does not discriminate against applicants or employees on the basis of that person’s race, creed, color, religion, sex (including pregnancy), ethnicity, national origin, ancestry, age (40 or older), disability, genetic information, veteran status, sexual orientation, gender identity/expression, transgender status, or any other status protected by applicable Boulder Municipal Code, State of Colorado, or federal law, in any of our educational programs, activities, admissions, or employment policies.
ABOUT ACADEMIC SEARCH

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