



4500 Massachusetts Avenue, N.W., Washington, DC 20016-5690 ~ (202) 885-8600 ~ (202) 885-8605 ~ www.wesleyseminary.edu

POSITION ANNOUNCEMENT **VICE PRESIDENT FOR DEVELOPMENT**

Wesley Theological Seminary, a national leader in the development of church leaders for the 21st century, seeks a highly qualified and experienced professional to lead its advancement program in a lively and spirited academic and church community. Development leadership experience in a seminary, religious academic institution or church setting is highly desired. Wesley's fundraising program encompasses annual operating support, an ambitious capital campaign and endowment and planned giving.

Located in Washington, DC, Wesley Theological Seminary is a graduate theological school of The United Methodist Church that prepares women and men to be exceptional leaders, teachers, and preachers. Our culturally and ethnically diverse student body represents nearly 40 different Christian denominations, from nearly every state in the union, and from every continent on earth except Antarctica. Our graduates go on to lead churches, nonprofits, justice and advocacy programs, international NGO's, community health programs, and helping agencies around the world. A single graduating class of Wesley scholars will positively impact more than half-a-million people in their ministry careers.

PRIMARY RESPONSIBILITIES

Fundraising

The Vice President for Development will

- support and partner with the President and Board Members on all fundraising initiatives;
- actively manage a portfolio of principal and major gift prospects, developing and overseeing the implementation of individual strategies to secure funding for the annual fund, endowment, capital, key programs, and special projects;
- In addition to unrestricted, capital and endowment fundraising for the core operations of the seminary, work closely with the leadership of the Lewis Center, the Luce Center, the Community Engagement Institute, the Center for Public Theology and the Vice President for International Relations to identify, cultivate and solicit development prospects for these special funding opportunities ;
- engage the Wesley community in an effort to broaden the culture of philanthropy;
- maintain cooperative working relationships with academic and church leaders, members of the administration, and others whose cooperation is essential to effective outreach and fundraising;
- oversee the identification, qualification, cultivation, and solicitation of major gift prospects – working closely with senior staff, governors, volunteers, and Board committees;
- establish fundraising objectives with senior staff and the Board in alignment with Wesley's goals and ensure that goals are achieved; and
- build sustainable donor relationships through a robust stewardship program.

Board Relations

The Vice President for Development will

- serve as the staff representative on the Development Committee, as well as other committees as appropriate;
- help ensure a strong pipeline of prospective governors who will build the diversity, skill-set, and fundraising capacity of the Board of Governors, and present these to the President, Board Chair, and Executive Committee for their review on a regular basis; and
- coordinate with the President's Office on special events for governors, major donors, and prospects.

Departmental Management

The Vice President for Development will

- build a team to execute a high-performing fundraising program to raise the annual fund, alumni program, cultivate and solicit principal, major, leadership, planned, corporate and foundation gifts, supported by appropriately sophisticated and resourced prospect research;
- provide leadership, staff development and motivation, direction, and supervision of the Advancement department, establishing measurable objectives and strategies to achieve them;
- oversee a strong volunteer effort locally;
- collaborate with the administrative team to ensure the successful implementation of the school's financial strategy;
- oversee all facets of the daily operations of Wesley's Development team, ensuring compliance with all relevant laws, regulations, policies, and agreements, and managing toward the Development department budget;
- participate in the design of programs focused on specific geographies where Wesley has or can develop relationships to broaden and deepen support and determine how best to engage alumni and friends in the development of these programs;
- explore and develop new strategies for engaging alumni, parents, and governors in the development process;
- ensure ongoing research to help position Wesley ahead of major funding changes or trends and understand the competitive philanthropic landscape; and
- design, implement, and evaluate comprehensive development, marketing, and communications strategies and programs that support the overall goals and objectives of Wesley's strategic direction.

QUALIFICATIONS

The successful applicant will have a bachelor's degree with fundraising experience. Development leadership experience in a seminary, higher education, religious academic institution or church setting is highly desired. Other experience includes but is not limited to public relations, prospecting, business development and negotiation. Persuasive writing, strong verbal communication and the ability to interact at the executive level also necessary. Knowledge of The United Methodist Church is necessary.

TO APPLY

Submit a cover letter and resume with contact information to:

Wesley Theological Seminary
Human Resources
4500 Massachusetts Avenue, NW
Washington, DC 20016
Email: hr@wesleyseminary.edu

Website: www.wesleyseminary.edu

Posted: June 5, 2019

Closes: When filled

Wesley Theological Seminary is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, or status as a qualified individual with a disability. Wesley Theological Seminary values diversity and inclusion. We value diversity within our students, faculty and staff, and strive to recruit, develop, and retain the most talented people.

An offer of employment is contingent upon the establishment of identity and verification of employment eligibility as required by the Immigration Reform and Control Act of 1986, as well as a background check and supporting references.