



## Senior Executive Director of Development

Bradley University, is seeking applications and nominations for the Senior Executive Director of Development. Founded in 1897, Bradley University is a distinctive, medium-size comprehensive, private institution of higher learning. The University is located on an 85-acre campus in Peoria, the largest metropolitan area in central Illinois. With approximately 5,000 undergraduates and 800 graduate students, Bradley offers the opportunities and choices of a larger university (with over 130 programs in five colleges, including the traditional liberal arts and sciences as well as programs in communications, business, engineering, education and the health sciences plus a graduate school) and the quality, personal attention and challenge of small private college. With over 60,000 alumni, Bradley is rich in tradition and full of promise to become one of the nation's best comprehensive universities. For additional information about the University visit [www.bradley.edu](http://www.bradley.edu).

Reporting to the Vice President for Advancement, the Senior Executive Director is charged with orchestrating the major gift fundraising activities in the colleges, Chicago area fundraising efforts, planned giving, corporate and foundation relations, the Bradley Fund, prospect research, stewardship, and gift processing. In the midst of a fundraising campaign, more than \$120 million has been secured for the \$150 million *Campaign for Bradley Renaissance*. Bradley has considerable capacity to continue to build upon this strong momentum. The Senior Executive Director plays a key role in the campaign's direction, with a focus on the identification, cultivation, solicitation, and stewardship of gifts of \$100,000 or more. Additionally, the position maintains a portfolio of major gift prospects to cultivate and solicit, interacts with the University President, and supports the Vice President for Advancement in his principal gift activities. Working with prospect research, the Senior Executive Director is the key administrator of monthly prospect strategy meetings involving Bradley's major gift staff.

The qualified candidate will hold a bachelor's degree; a master's degree is preferred. The position requires 8 or more years of fundraising experience, with at least 5 years experience in higher education. In addition, the candidate must have a high-level expertise and accomplishment in major gifts fundraising; with substantial demonstrated success in closing gifts of \$100,000 or more; experience building successful, productive relationships with top university administrators, deans, and trustees; experience staffing high-end advisory boards and committees; extensive supervisory experience of staff—a results-oriented leader; experience interpreting and analyzing data, using insights to change operations and achieve desired outcomes. Excellent written, verbal and interpersonal communication skills, as well as analytical, research and management skills and ability to work with a culturally diverse constituency are a must.

Qualified candidates should submit cover letter addressing qualifications of the position, resume, and contact information for three professional references electronically to [jmd@bradley.edu](mailto:jmd@bradley.edu) or via direct mail to:

Senior Executive Director of Development Search Committee  
Bradley University  
Swords Hall  
Peoria, IL 61625

Review of applications will begin immediately and continue until position is filled.

Bradley University is an Equal Opportunity/Affirmative Action Employer. The administration, faculty and staff are committed to attracting qualified candidates from underrepresented groups.