



## KEY RESPONSIBILITIES

- Leadership
- Financial Management
- Advancement
- Alumni Relations

## SHEPHERD UNIVERSITY

Shepherd University, located only 90 minutes from Washington, DC and Baltimore, MD, was established in 1871, more than 150 years ago. It is a public liberal arts university offering more than 100 programs of study to residents of West Virginia, Maryland, Virginia, Washington, DC, and Pennsylvania. Set on a beautiful 323-acre campus perched high above the Potomac River, Shepherd serves 3,100 students, providing a personal touch with a 14:1 student ratio.

The campus offers a world of vibrant cultural and educational possibilities. In addition to fielding 15 NCAA Division II athletic teams, it is home to the Contemporary American Theater Festival, the Agricultural Innovation Center at Tabler Farm, the Bonnie and Bill Stubblefield Institute for Civil Political Communications and the Robert C. Byrd Center for Congressional History and Education.

# Shepherd University Foundation Executive Vice President & CEO/Shepherd University Chief Development Officer

## Leadership Profile- March 2022

Now celebrating more than 60 years of service for the benefit of Shepherd University, the Foundation's mission is to ensure educational opportunities for deserving students and to enhance the academic excellence of Shepherd University. Located on Shepherd's campus in historic McMurran Hall, the Foundation carries out its mission with a professional staff of ten with broad support from many University partners.

Incorporated in 1961 as a 501C(3), non-profit educational organization, it is governed by a volunteer board of directors. The Foundation has total assets of \$60 million and a permanent endowment of \$32 million. The Foundation is committed to the highest standards of service and ethical conduct when managing donors' gifts for the benefit of the University.

The EVP serves in a variety of roles. Foremost is working closely with the Foundation's Board of Directors and professional investment, accounting, and legal advisors to raise, invest, budget and steward private contributions and the endowment. Strong fiduciary management and integrity is required for endowment fund accounting management and reporting.

As chief fundraiser, the EVP is a key advisor to the University President and serves on her executive leadership team, partnering collaboratively with other University leaders. The EVP manages a team of development, alumni relations and communications professionals to secure private philanthropic gifts to advance the strategic plan of the University and to build long-lasting relationships with alumni and other key constituents.

## TO APPLY

Applications, nominations or inquiries are invited. Applications should include, as separate documents, a CV or resume and a letter of interest addressing the themes in this leadership profile.

For fullest consideration, candidates should submit materials by **May 31, 2022**. Goal for selection of successful candidate is August 1, 2022. Application materials should be emailed to Kristi Veach-Ross, [kveach@shepherd.edu](mailto:kveach@shepherd.edu).