

**Position Profile**  
**Vice President for Institutional Advancement**  
**NATIONAL-LOUIS UNIVERSITY**  
**Chicago, Illinois**

THE INSTITUTION

Founded in 1886 in Chicago, National-Louis University is a private doctoral university grounded in the principles of access to education and life-long learning. NLU serves non-residential and predominantly non-traditional undergraduate and graduate students through its three colleges: the National College of Education, the oldest and largest, the College of Arts and Sciences, and the College of Management and Business. The university offers 13 degrees extending to the doctoral level across its three colleges and more than 30 academic programs. NLU serves 14,000 students annually on campuses and academic centers in Chicago, Elgin, Lisle, Skokie, and Wheeling, Illinois; Beloit and Milwaukee, Wisconsin; Tampa, Florida; and Nowy Sacz, Poland.

NLU offers undergraduate and graduate curricula in applied behavioral sciences, business and management, education, health care leadership, human services, and liberal arts, as well as accelerated FOCUS courses to assist students in completion of general education requirements. Online courses are available. Masters degrees offered include Master of Arts in Teaching, Master of Education, and Master of Science in Education, Master of Arts in Psychology, Master of Science in Human Services, Master of Business Administration, Master of Science in Management, as well as other profession-focused degrees. Comprehensive doctoral degree programs are offered in adult and continuing education, community college leadership, curriculum and social inquiry, disability and equity in education, educational leadership, educational psychology, and reading and language.

NLU's National College of Education is widely recognized and respected in the education community, and has a history of leadership in education including introducing the kindergarten concept to American society, founding the precursor organization to the modern PTA, and developing innovative educational delivery systems.

NLU is:

- a modern university committed to innovation and best practices in urban teaching and graduate education;
- a university that excels in creating learning communities where theory complements practice;
- a university with a tradition of access to higher education for first-generation and urban college students who want to make a difference in their lives and in their communities.

THE POSITION

National-Louis University seeks an energetic, imaginative leader who will possess the vision to plan and execute an innovative, comprehensive advancement program for the University that will involve academic leadership in the creation of new opportunities for support, as well as prepare the University for a significant capital and endowment effort.

The Vice President for Institutional Advancement will have knowledge of and familiarity with philanthropic leadership that is demonstrated through a variety of both corporate and foundation experiences. He or she must also have exceptional verbal and written communication abilities, and strong interpersonal skills. The Vice President will be expected to represent the University effectively in a variety of public forums, as well as small groups. The successful candidate will have extensive experience working with Trustees, key volunteers, major

donors and other constituents, as well as setting and achieving goals and leading participation and follow-through on all types of fundraising calls and activities.

Reporting directly to and partnering with the President, the Vice President for Institutional Advancement will have broad strategic and management responsibility for conceiving and implementing both long and short-term advancement plans including fundraising, Board development, alumni relations, and associated public relations and marketing. He or she will serve as the chief advisor to the President and Board of Trustees on all matters related to institutional advancement, cultivating and leading the efforts to provide the three college Deans with significant opportunities to present their programs to major donors, corporations, foundations, community groups, etc., as part of an overall development plan. He or she will also lead a professional staff of 13 to set and meet annual development and constituency relations goals, develop and oversee an ongoing program of alumni relations, and develop constituency relations and advancement programs in regions that support the University's out-of-state campuses. Direct reports to the Vice President include the Associate Vice President of Development and Alumni Affairs, the Director of Major and Planned Gifts, the Event and Cultivation Manager, and the Executive Director of Institutional Giving. The Vice President for Institutional Advancement will be a highly visible representative of the University to a wide array of internal and external audiences.

Development activities at National-Louis currently add between \$2 million and \$5 million annually to the organization's \$85 million overall budget.

#### THE SUCCESSFUL CANDIDATE

The successful candidate will be a broadly experienced development professional with superior communication and interpersonal skills, who can passionately and articulately espouse the mission and case for support of National-Louis University. A history of success in both solicitation of major gifts and cultivation of donors on behalf of the president and governing body will be required, as well as demonstrated ability to plan and execute follow-through on fundraising plans. A team-orientation and supervisory skill are essential, as is the ability to utilize appropriate consultation and fact-gathering in support of decision-making. The ideal candidate will work well with diverse groups, including donors, volunteers, Trustees, and others; make effective and persuasive presentations; and demonstrate sound administrative experience with strategic planning, goal setting, budgeting, and fiscal reporting procedures. A bachelor's degree is required. A graduate degree is preferred.

#### THE ENVIRONMENT

Chicago is one of the most exciting cities in the world, a hub of industry, commerce, education, history, and culture. With a population nearing three million, the city proper offers innumerable opportunities for two income families, as well as myriad recreational and leisure activities from professional sports to professional theater. Proximity to Lake Michigan adds to the options for year round recreation, while the many neighborhoods, each with its distinctive character, provide choices for living, from pocket-sized downtown efficiency apartments to gracious suburban homes.

#### APPLICATION

Interested individuals should send a cover letter, with salary requirements, and a current resume to: [nlu@rpainc.org](mailto:nlu@rpainc.org), with VP Advancement in the subject line. Hard copy is not necessary, but may be forwarded to RPA Inc., National-Louis VP Search, 2895 South Reach Road, Williamsport, PA 17701.

*National-Louis University is an Affirmative Action/Equal Access/Equal Opportunity Employer dedicated to the achievement of excellence and diversity among its students, faculty and staff. NLU is committed to fostering a diverse and inclusive community and strongly encourages all qualified individuals to apply.*