



THE UNIVERSITY OF
SYDNEY

The University of Sydney
invites applications for

Director of Development
Multidisciplinary Initiatives



CORPORATE
DIVERSITY
PATHWAYS

PEOPLE. CULTURE. PERFORMANCE.



Contents

The University of Sydney	Page 3
The Advancement Portfolio	Page 4
The Opportunity	Page 6
Key Relationships	Page 8
The Primary Function	Page 9
Portfolio Overview	Page 10
Selection Criteria	Page 13
Additional Information	Page 14
How to Apply	Page 16
Thank you	Page 17



The University of Sydney

The University of Sydney was founded in 1850 and was Australia's first University. It is regarded as one of the world's leading research and teaching universities and is regularly ranked in the world's top 50 higher education institutions. Its community- which stretches across the globe, includes more than 70,000 students, 8,000 staff and 400,000 alumni.



"I am committed to driving transformative change that will support students and staff from all backgrounds to excel and realise their potential. I look forward to working closely with them and with industry, community and government to solve the world's most pressing challenges and secure a prosperous future for the University of Sydney and the tertiary education sector."

Mark Scott - Vice-Chancellor and Principal

The University is known as one of Australia's six sandstone Universities. Its campus is ranked in the top 10 of the world's most beautiful universities by the British Daily Telegraph and The Huffington Post, spreading across the inner city suburbs of Camperdown and Darlington. The University has educated seven Australian prime ministers, and its Alumni include pioneer heart transplant surgeon Victor Chang and Professor Graeme Clark FRS, who made the first cochlear ear implant.

The University of Sydney comprises 9 faculties and 3 schools. Across its faculties, it has research teams working on creating cleaner fuels, faster internet, treatment for chronic illness and more sustainable ways of living. Since its inception, the University has strived to offer education for all and leadership for good. Its aim is to make lives better, not just by producing leaders of society, but through equipping its people with the qualities that allow them to serve all of their communities.

The Advancement Portfolio

Development

The Advancement team is the largest of the 3 teams and responsible for providing the direction, coordination and management of fundraising programs for the University, including;

- International Foundations
- Annual and Community Giving
- Major Giving
- Planned Giving
- Principal Giving

Alumni and Supporter Relations

The Alumni and Supporter Relations team engages with alumni and the broader community through a wide range of communications, events, community giving and engagement programs. The University of Sydney has a community of 400,000 alumni and supporters with more than 20 alumni associations as well as interstate and international alumni chapters.

Advancement Services

Advancement Services supports the Portfolio in achieving its organisational goals through the provision of six core functions:

- Prospect Development
- Gifts Administration
- Gift Implementation
- Customer Success (project management, business analysis & change management)
- Business Insights (qualitative research & predictive modelling)
- Data Reporting & Systems





The Advancement Portfolio

Multidisciplinary Initiatives

The role is responsible for developing and implementing the development strategies within the Universities 6 Multidisciplinary Initiatives which include:

1. [Charles Perkins Centre](#)
 - Addressing chronic disease
2. [Brain and Mind Centre](#)
 - Creating healthier lives and happier minds
3. [Sydney Nano Institute](#)
 - The next giant leap is seriously small
4. [Sydney Policy Lab Sydney](#)
 - Bringing people together to help change the world
5. [Environmental Institute](#)
 - A national and world leader in multidisciplinary environmental research, known in particular for work in the environmental humanities and social sciences
6. [Sydney South East Asia Centre](#)
 - Supporting research, education and partnerships in Southeast Asia



The Opportunity

The University of Sydney seeks to appoint an outstanding individual into the role of Director of Development Multidisciplinary Initiatives. This position will contribute in a senior capacity to the growth of the University's Advancement Portfolio, and will play a key role in the forthcoming campaign.

In this role you will be part of the Portfolio's leadership team to develop new, innovative strategies to identify and build on a number of established relationships with a strong trajectory of major and principal gifts. You will take a leadership role in fundraising across the MDI's and will use your skills and experience to close gifts of \$1 million+ and achieve significant personal fundraising targets.

You will be solutions-oriented and highly motivated, with strong leadership ability and a personal drive to achieve ambitious fundraising targets.

The role is responsible for developing and implementing the development strategies within the Universities 6 Multidisciplinary Initiatives which include:

- [Charles Perkins Centre](#)
- [Brain and Mind Centre](#)
- [Sydney Nano Institute](#)
- [Sydney South East Asia Centre](#)
- [Sydney Policy Lab Sydney](#)
- [Environmental Institute](#)

Working closely with academic leadership, this position is also charged with growing a culture of philanthropy across the Institutes and centres increasing awareness of, and engagement with, Advancement.



The Opportunity

You will develop and grow a team of high-performing fundraising professionals and will build strong internal working relationships with stakeholders across the University to unlock philanthropic opportunities.

Your experience in devising and implementing effective fundraising strategies and working with philanthropists will be instrumental in driving the future success.

You will identify new opportunities from core and new donors, whose interests are aligned to the values and objectives of the University.

You will have experience of implementing strategy at an organisational or divisional level and a demonstrable track record of raising transformational gifts.

You will be a creative thinker with a strong sense of integrity, outstanding interpersonal and communication skills and a passion for higher education and the multitude of causes that the philanthropic gifts will ultimately fund.

This is an outstanding opportunity, with a strong visibility and a harmonious, supportive and committed team.

This opportunity offers the chance for a proven, experienced fundraiser and leader to play an integral role in a successful development office, whilst taking the next step in their career.

Key Relationships

Key Internal Relationships [across/within the University]

For the purpose of receiving direction, ensuring strategic alignment of Development and wider University objectives and collaborate on appeals and fundraising activities

- Executive Director, Development
- Deans and academic leadership
- Faculty academic staff
- Faculty general staff
- Advancement portfolio team

Key External Relationships [Outside of the University]

For the purpose of ensuring strategic alignment of Development and MDI's objectives and Develop relationships for the purpose of increasing philanthropic giving to the University MDIs

- Donors and prospective donors to the Multidisciplinary Initiatives





The Primary Function

The Director of Development, Multidisciplinary Initiatives will contribute in a senior capacity to the growth of the University's fundraising program, including the development of strategies relating to multidisciplinary gifts and fundraising development.

The position is responsible for implementing the University's development strategies within the University's current multidisciplinary initiatives (MDIs): Sydney Nano Institute, Brain and Mind Centre (BMC), Charles Perkins Centre (CPC), Sydney Environmental Institute, Sydney South East Asia Centre and Sydney Policy Lab, to continue to build annual funds raised within the units.

The Director of Development (University Multidisciplinary Initiatives) will be charged with growing a culture of philanthropy in the relevant units to increase awareness of and engagement with the fundraising process. You will take a leadership role in fundraising within the relevant units and will provide general fundraising counsel to the academic leadership of those units.

The Director of Development will work to grow and develop a team of high performing fundraising staff who will work collaboratively with the wider development office.



Portfolio Overview

The following activities and accountabilities are designed to deliver outcomes aligned with the University's strategic goals. In the course of delivering outcomes, you are expected to honour and adhere to the University's policies, codes and guidelines including the University's Code of Conduct, while consistently demonstrating its culture and values.

1. Provide leadership to the University's multi-disciplinary initiatives fundraising strategy

- Lead the philanthropic strategy and activities for the University MDIs, including building a culture of philanthropy with academics and clinicians, leading to prospect referrals and ultimately gifts;
- Work collegially with senior Portfolio and academic leadership to emphasise to internal and external constituencies the necessity of philanthropy to the University's mission;
- Lead major gift activity at the University's MDIs, with a particular focus on prospects which have the capacity to make \$1million + gifts and grants to the University;
- Build a network of academic champions and volunteer fundraisers within the relevant units. Develop fundraising strategies that engage academic champions and leadership in the cultivation of top-level prospects, identifying those academic champions and leaders that are best situated to participate in strategic fundraising. As required, lead senior academics and volunteers on fundraising calls, developing solicitation plans, devising fundraising tactics and strategies as required to achieve positive outcomes;
- Work with clinical academics in relevant MDIs to initiate or further develop giving in their patient community.; work with senior health practitioners to identify and solicit prospects amongst their patients for major gifts, bequests, and annual fund gifts.



Portfolio Overview

2. Manage a team of development officers to achieve their annual fundraising targets

- Provide the essential leadership, mentoring, skills development, support, coaching and guidance for a team of development professionals to achieve their annual targets of funds raised;
- Apply meaningful and consistently communicated performance standards and accountabilities, tracking of and evaluation of performance against standards, coaching and developing of staff to meet targets and standards and intervention and remedial action where required to address any instances of under-performance;
- Ensure that activity targets for individuals are met as indicated in their Performance, Planning and Review process;
- Ensure that financial targets are communicated to and agreed with individual team members and the relevant academic leadership, and that targets are tracked and monitored as part of ongoing performance assessment;
- Identify opportunities for the ongoing professional development of major gift staff ensuring that staff members have an appropriate balance of resources for training and professional development.

3. Manage the relationship with relevant Academic Directors around philanthropic giving within their MDI and across the University

- Work collaboratively with MDI Academic Directors and other academic leaders to ensure key donor and gift related MDI and University wide initiatives are supported and serviced appropriately;
- Provide ongoing counsel and professional support to Academic Directors, researchers and health practitioners as required in relation to development strategies and philanthropy engagement best practice;
- Ensure the team applies consistent best practices in prospect management.



Portfolio Overview

4. Major Gift Portfolio

- Effectively manage a major gift prospect portfolio, initiate and/or strengthen relationships with prospects, create strategies for and solicit/support solicitation of donors capable of contributing gifts of \$1 million or more; regularly identify and contact additional prospects through research and referrals;
- Engage in meaningful face-to-face visits with principal gift prospects on a frequent basis;
- Meet or exceed agreed upon targets for dollars raised and numbers of donors to the relevant units on an annual basis.

5. Prospect Management

- Ensure the University's Advancement Portfolio database is effectively utilised as the resource for prospect management and major gift relationship management by all teams. Maintain relevant, detailed, and up-to-date information on donors and prospects in the University's alumni and support database, including contact reports and pledge data, while ensuring all data is compliant with privacy legislation;
- Ensure that the team and relevant unit staff apply consistent best practices in prospect management and that relationships are coordinated across the University via the prospect research team and the University's CMS.

6. Stewardship of Donors

- Ensure existing donors to the relevant units are well-stewarded and appropriately recognised by the University;
- Work with the development office donor relations and implementation team to ensure stewardship efforts are well-coordinated and effective to support successful outcomes.

7. Undertakes ad-hoc projects and other activities

- Perform work activities relevant to the role's key accountabilities as approved by the manager and commensurate to the role's classification level.

Decision Making and Delegation of Authority

This position deploys extensive professional experience, skills, and knowledge in order to contribute to the continued growth in major gift fundraising at the University, leading and implementing significant aspects of this program on an operational level via an assigned team. The position is required to apply extensive professional judgment to make day-to-day and longer-term decisions within policy where it exists, as well as in areas where it does not, establishing professional guidelines as required with the Vice-Principal (Advancement) and the Executive Director Advancement. The position is also required to lead, coach, and develop a team of professional Development staff, ensuring that goals and targets are able to be met.

Qualifications and/or Certifications

Undergraduate qualifications with relevant experience in fundraising, team management and project management.

Selection Criteria

Experience and Skills

- Demonstrated success in closing \$1 million + gifts and meeting stretch financial targets
- Ability to think strategically and provide robust, tactical advice on fundraising strategy
- Current knowledge of best practices in development
- Expert influencing skills and the demonstrated ability to coordinate and optimise outcomes from competing objectives across the institution through collaboration, negotiation and priority setting to mitigate internal competition
- Proven leadership experience with the ability to mentor, inspire and motivate a group of ambitious and goal-oriented professionals
- Proven ability to present complex information in a clear and compelling manner in writing and in person
- Demonstrated success in establishing, cultivating, and maintaining high-level, strong relationships with influential donors
- Experience building collaborative working relationships with development colleagues and senior University leadership to achieve the organisation's goals
- Familiarity with Salesforce, or a comparable information management system
- Experience working with a grateful patient fundraising program



Additional information

Location: Camperdown / Darlington Campus, Sydney University, Australia – hybrid working

Reports to: Executive Director Development (Health and Medical Sciences)

Term: Permanent, 35 hours a week

Annual leave: Four weeks as well as public holidays: New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, Kings' Birthday, Labour Day, Christmas Day, Boxing Day or any days proclaimed as substitute days and all other public holidays that are proclaimed as state-wide holidays for the State of New South Wales.

Superannuation: 17%

Other benefits: When you join the University of Sydney, you become an integral part of a community in which you are fully supported to achieve your career ambitions. You'll be in a workplace where development is encouraged, and intellectual pursuits foster a sense of purpose and confidence including:

- 35-hour work week
- flexible working model
- up to 36 weeks paid parental leave
- tax-efficient salary packaging options
- ongoing training and development in-house and external
- subsidised parking on campus
- access to Relocation Assistance





Additional information

Pre-employment checks: Your employment is conditional upon the completion of all role required pre-employment or background checks in terms satisfactory to the University. Similarly, your ongoing employment is conditional upon the satisfactory maintenance of all relevant clearances and background check requirements. If you do not meet these conditions, the University may take any necessary step, including the termination of your employment.

Equality statement: At the University of Sydney, you're a part of a community where your individuality is valued. We promote whole-life balance with flexible working hours, various types of leave, and chances to grow yourself personally as well as professionally. Our many support networks ensure that those from all backgrounds and ways of life are supported, and you will be welcomed into our inclusive culture.

Note for candidates from overseas: The University will pay for costs and travel for final shortlisted candidate interviews. If a candidate is successful, the University will assist with a temporary visa for this position and assist with immigration and relocation costs, and advice where appropriate. Full details are available on request.

Sydney offers executives relocating from overseas a unique blend of professional opportunities, a high quality of life, and a welcoming and inclusive community. With its strong economy, global connectivity, and stunning natural beauty, Sydney is the perfect destination to thrive both personally and professionally.

Education for all, leadership for good

How to Apply

Be part of something bigger. Please [apply](#) by submitting your curriculum vitae (CV) and a one page cover letter, demonstrating your strong interest in the role and the University and addressing the key selection criteria.

Please direct all inquiries to Jeromine Alpe via email jeromine@corporatediversitypathways.com or call +61 404487962 for a confidential conversation.

Closing date: 1st February, 2024

Please note the following information:

Candidates, identified for consideration will be invited to attend an interview with CDP. From these meetings, the final shortlist will be confirmed.

Preliminary Short List: Shortlisted candidates will be invited to attend first round virtual interviews with the University of Sydney in February 2024.

Final Short List: A second in-person panel interview will follow.





Thank you

The University of Sydney was founded in 1850 and is regularly ranked in the world's top 50 higher education institutions. The Advancement team at the University is the most successful fundraising program in Australian higher education, having recently completed the nation's first \$1 billion fundraising campaign.

For more on our work visit <https://www.sydney.edu.au>.

Also see: INSPIRED! <https://www.sydney.edu.au/news-opinion/news/2019/01/30/inspired--the-university-of-sydney-announces--1-billion-philanth.html>

<https://www.smh.com.au/national/nsw/university-of-sydney-to-build-478-million-medical-precinct-after-record-donation-haul-20220826-p5bd4x.html>