

# The University of Western Australia (UWA)

Director, Development



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# Background Information

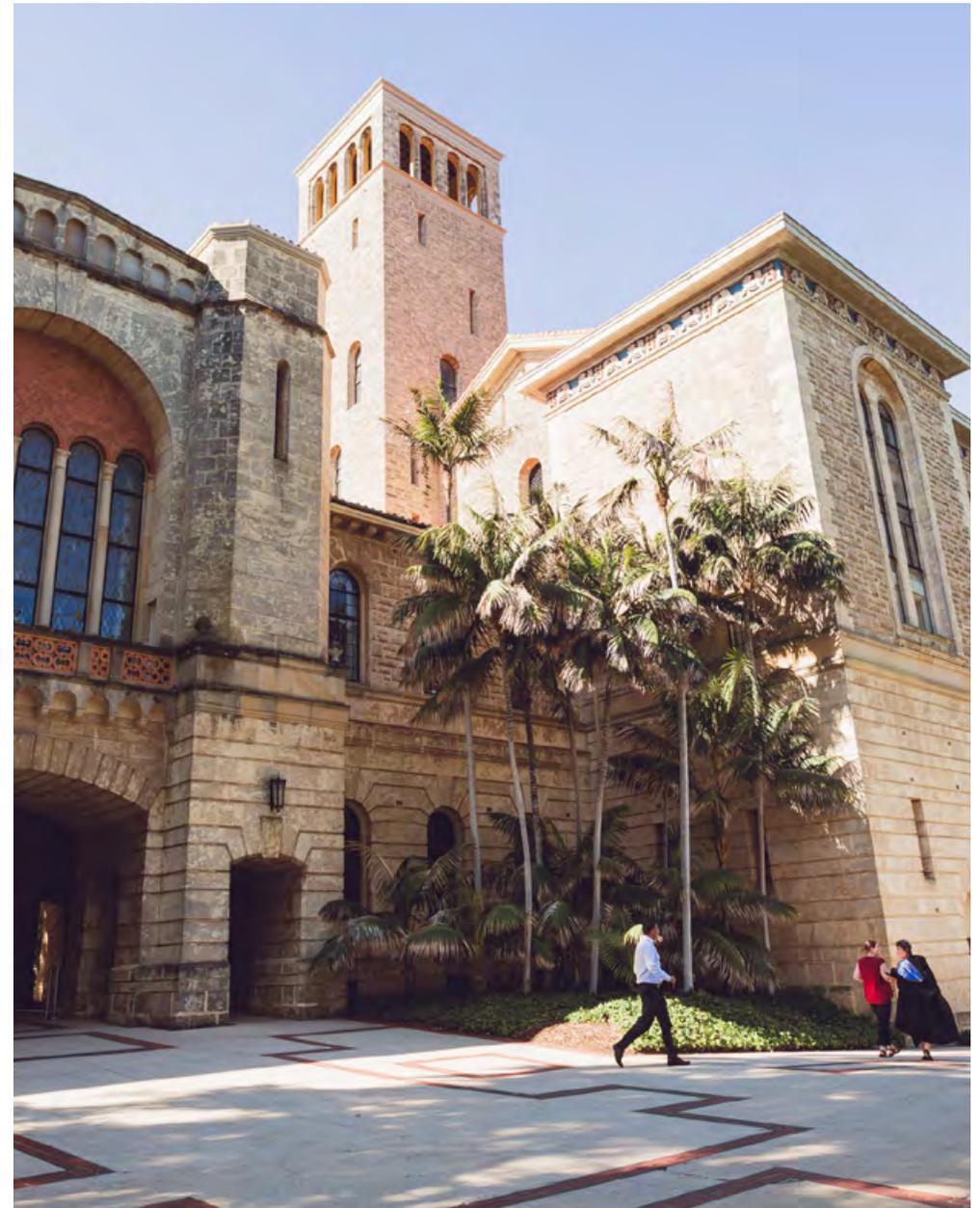
This is an exciting opportunity to work with an institution at the most exciting and dynamic time in its history. With the UWA 2030 vision identifying the best ways to build on our strong reputation for excellence in teaching, learning and research, the University is set to become an energetic centre for innovation, inspiring students, staff, and stakeholders alike to make a global impact.

Joining UWA will put you at the forefront of excellence, where you can challenge convention and make the most of unlimited possibilities. It's not just one of the top 100 universities in the world, it's an environment in which you can make a real difference – and encourage others to do the same.

We offer access to an exceptional support network committed to creating change, from membership in the Group of Eight – a coalition of leading research-intensive Australian universities – to colleagues who are academic leaders in the broadest sense, having established international reputations as outstanding teachers and researchers.

The University of Western Australia (UWA) was established through philanthropy in 1911 as the State's first university - it was also the first free university in the British Empire, actively promoting equal access to tertiary education for all social classes. Today, UWA is among the top 100 universities in the world, number one in Western Australia and is one of Australia's most respected research institutions.

UWA is a leading global university renowned for excellence in education and research. The University was rated 93rd in the QS World University Rankings (2022), 56th in the Academic Ranking of World Universities (2021) while the Times Higher Education World Rankings (2022) rates us 132nd globally. In the Good Universities Guide (2021) we were awarded a five-star rating for Student/Teacher Ratio, Student Demand and Teaching Quality.



As one of Australia's leading research-intensive universities, UWA operates more than 35 intensive research centres and 22 schools, in addition to enjoying a broad range of successful industry and philanthropic partnerships. The University is a member of the internationally recognised Group of Eight Universities and a foundation member of the Matariki Network of high quality, research-intensive universities, with a particular focus on student experience.

For further information visit:  
<https://www.uwa.edu.au/About-us/About-UWA>

### Development and Alumni Relations at UWA

Development and Alumni Relations [DAR] oversees the University's alumni engagement and philanthropic strategy. The function works collaboratively across the University to embed philanthropic and alumni engagement activity into

the University's operations. The core responsibility of the team is to lead and build on the University's alumni and community relations and secure philanthropic support for the University.

UWA was built on philanthropy and this strong tradition continues today. The University is about to embark on an ambitious growth plan and philanthropy will be a key investment area for growth.

As a leading university in the Indo-pacific region, UWA has a mission based on community presence. Our mission to advance the prosperity and welfare of its people is as relevant today as it was over 110 years ago. Our students are innovative, passionate and have a desire to make the world a better place for future generations.

**Our Grand Challenges** captures this spirit. Likewise our researchers are entrepreneurial, collaborative and globally connected. For example, UWA's longstanding relationship with the Family Larsson-Rosenquist Foundation allowed for the creation of the Larsson-Rosenquist Foundation Centre for Breastfeeding and Immunology and this Centre continues to attract funding at local, **national and international levels**.

Current philanthropic priorities include an Endowed Chair Campaign, which this position would have an active role in delivering. Further opportunities include the opportunity to grow our health-related philanthropic funding and to commence a program that attracts support from international alumni and foundations.

Donors can also give to the University in support of a variety of equity scholarships and programs, facilities, sports and culture.

In 2021, the University secured \$32M from philanthropy in the last financial year, with the development team averaging \$25M raised since the end of the University's last \$430M campaign in 2018. This includes income from individual donors, trusts and foundations, and corporations, based both locally in WA, more broadly in Australia and internationally.

For further information on philanthropy and alumni engagement visit:  
<https://campaign.uwa.edu.au/>



# The Role



## Job Title

Director, Development

## Location

Crawley Campus, Perth

## Reports to

Chief Advancement Officer

## Direct Reports

Senior Development Manager x 2

Senior Development Manager, Bequests

The role oversees a team of 9 across major gifts and bequests.

## Key Internal Relationships

- Director, Advancement Services
- Director, Alumni and Community Engagement
- Vice-Chancellor and University Executive
- Academic leadership across the University's Schools, Research Centres and Professional Directorates

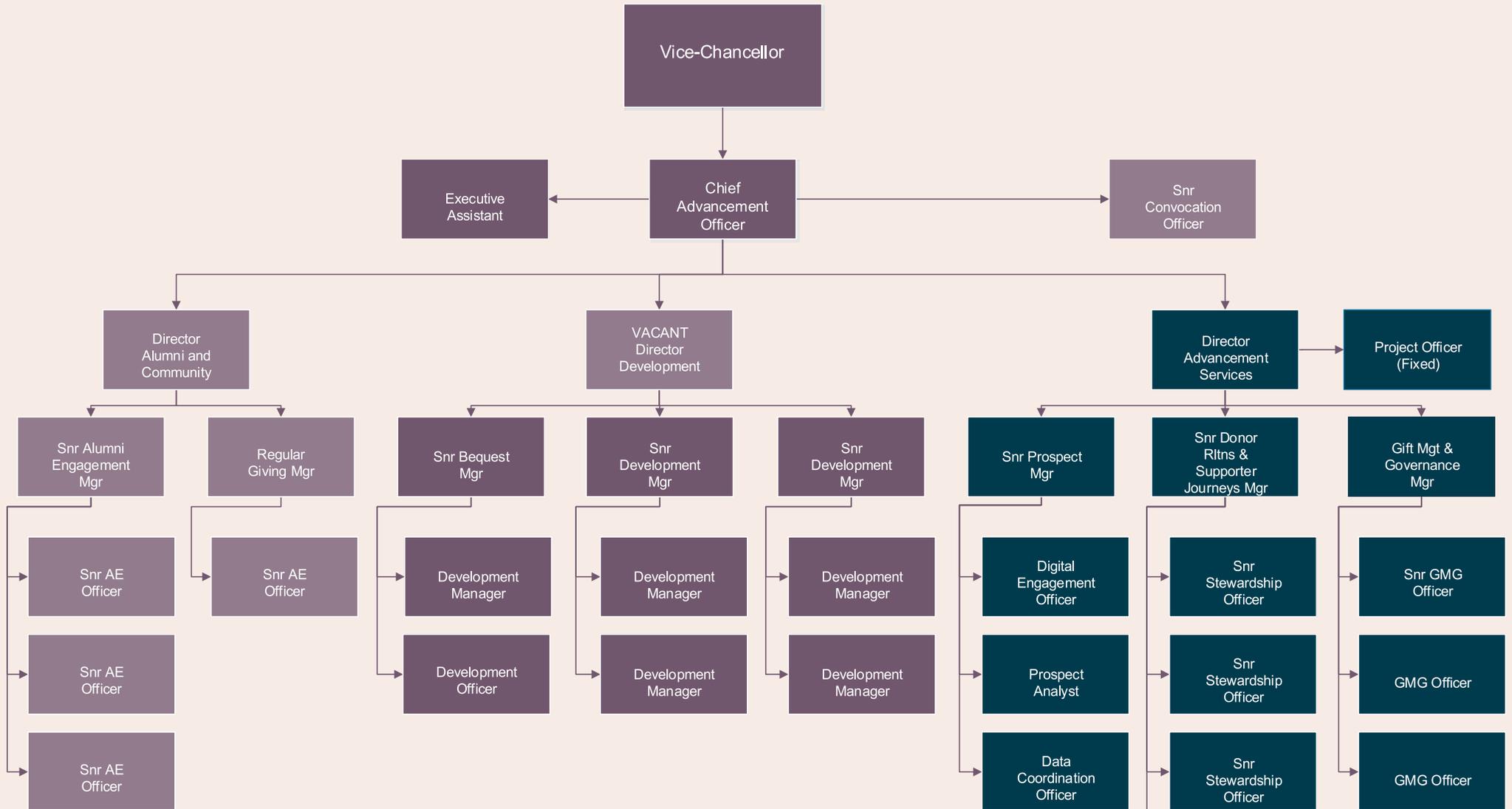
## Purpose

The Director, Development has a significant leadership role in the strategic direction, operations and delivery of a University-wide philanthropy program. The position will be responsible for building external relationships with major prospective donors, maximising the University's philanthropic income for academic priorities and driving the expansion of the University's Development capability.

*This role has four key areas of focus:*

- Leadership and strategic direction
- Major gift fundraising
- External engagement
- Staff development and resource planning

# Development and Alumni Relations



# Key Criteria for Success

*After 12 months in post, the successful candidate will have:*

- Embedded themselves as a key member of the Development and Alumni Relations leadership team, both as leader of the Development team and as a key representative of the DAR function, building relationships with internal stakeholders across the University.
- Built a strong portfolio of prospects.
- Contributed to the overall philanthropic income for the year and met agreed personal and team targets.
- Lead, with the Development and Alumni Relations leadership team, on the implementation of the University's philanthropy pillar of the approved advancement strategy.



# Key Responsibilities

## Leadership and Strategic Planning

- Work as part of the DAR integrated leadership team to establish strategies for increasing philanthropic support to the University.
- Provide leadership and strategic direction to the University Development team ensuring the delivery of successful major gift, planned giving, corporate and annual fundraising initiatives in line with the University's key fundraising priorities.
- Lead the provision of best practice development support for the University's research Institutes, Schools and central fundraising activities.
- Provide high level strategic policy and program advice to the Chief Advancement Officer and other members of the senior executive in support of the University's philanthropic goals.
- Work closely with and provide strategic advice to the Directors of Alumni & Community Engagement and Advancement Services and their teams to ensure that prospect and donor acknowledgement and participation is embraced across the University and is of the highest quality.

## Major Gift Fundraising

- Working with the Chief Advancement Officer, grow the major and planned gift solicitation process by focusing on major / principal prospective donors under personal management and by supporting and facilitating solicitations by the Development team.



- Develop and execute long and short-term strategies to secure major and planned gifts (>\$1M) in concert with the Chief Advancement Officer, Vice-Chancellor and Executive, senior academic leaders and the Development team.
- Lead a number of key philanthropic relationships that the University currently enjoys.
- Ensure that prospects capable of major gifts are cultivated and solicited in an appropriate and strategic manner.

## External Engagement

- Build long-term partnerships and strengthen existing relationships with the University's senior alumni, major donors, philanthropic foundations, and corporate supporters that will result in funding for the immediate and long-term goals of the University.
- Actively manage a portfolio of high level relationships with the aim of raising significant leadership gifts.
- Partner with external stakeholders, including senior industry leaders in the local, national and international communities to secure support and philanthropic investment in the University.

## Staff Development and Resource Planning

- Lead a team of fundraising professionals whose primary focus is solicitation and cultivation of gifts that are in line with the University's key fundraising priorities.
- Lead and unite the Development team around a common vision for success in philanthropy across the University.
- Plan and review the resourcing and performance of all aspects of the Development fundraising activities including playing an active role in the formulation of the annual development budget.
- Achieve the position's performance outcomes as agreed with the Chief Advancement Officer.

Other duties as required.

# Person Specification

## Experience and knowledge

### Essential

- Relevant tertiary qualification or demonstrated equivalent competency.
- Substantial experience in major gift fundraising with proven success in securing seven figure gifts as well as development program management including annual giving programs, bequests, sponsorships, stewardship and policy development.
- Strong management and leadership experience at an appropriate level, with a demonstrated ability to provide high level, effective leadership, motivation and direction to significant teams of staff.
- Knowledge of advancement in higher education and an understanding of major international and national advancement trends.
- Experience in the higher education sector or a similarly complex organisation, particularly in the area of fundraising.

### Desirable

- Experience working in a philanthropic campaign environment.

### Skills and abilities

- High level skills in influencing, negotiating, motivating and communicating across a large, complex organisation with the ability to build and manage relationships at a senior level.
- Demonstrated ability to determine long term planning and key strategic direction and excellent conceptual and analytical skills.
- As part of managing major external relations, the role will undertake regular interstate and overseas travel.

### Attitudes

- Collaborative team leader who is keen to lead and drive philanthropy to a new level.
- Ambitious and driven.
- Sense of optimism and a positive outlook.
- High level of integrity and professionalism.
- Willingness to 'have a go'.

## Workplace Health and Safety

All supervising staff are required to undertake effective measures to ensure compliance with the Occupational Safety and Health Act 1984 and related University requirements (including Safety, Health and Wellbeing Objectives and Targets).

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements. Details of the safety obligations can be accessed at <http://www.safety.uwa.edu.au>

## Equity and Diversity

All staff members are required to comply with the University's Code of Ethics and Code of Conduct and Equity and Diversity principles. Details of the University policies on these can be accessed at [http://www.hr.uwa.edu.au/publications/code\\_of\\_ethics](http://www.hr.uwa.edu.au/publications/code_of_ethics), <http://www.equity.uwa.edu.au>



# Next steps

## Terms

To discuss salary parameters and contract term please call **Jocelyn Kelty**, Director, Richmond Associates, Australia Office on +61 2 8218 2185.

For further information on working at UWA: <https://www.jobs.uwa.edu.au/choose>

## How to Apply

### Applications should include:

1. A comprehensive curriculum vitae giving details of relevant achievements in recent posts as well as your education and professional qualifications.
2. A covering letter that summarises your interest in this post, providing evidence of your ability to match the criteria outlined in the Person Specification.
3. Details of your latest salary, notice period and names of 2 referees, together with a brief statement of the capacity in which they have known you and an indication of when in the process they can be contacted (please note we will not contact your referees without your express permission).
4. Telephone contact numbers (preferably daytime and evening/mobile) which will be used with discretion.

## Selection Process

The applicants with the most relevant experience will be invited to have initial exploratory discussions with Jocelyn Kelty, Director, Australia Office at Richmond Associates.

First round interviews with UWA will take place on or around **3 June 2022**, with panel interviews taking place on or around **10 June 2022**.



Closing date for applications  
is Tuesday 17 May 2022

Please send your application to the  
Richmond Associates Australia Office

✉ [info@richmond-associates.com](mailto:info@richmond-associates.com)  
☎ +61 2 8218 2185