



**ASSISTANT DEAN FOR ADVANCEMENT,
COLLEGE OF ENGINEERING AND APPLIED SCIENCE
UNIVERSITY OF COLORADO BOULDER
Boulder, Colorado**

THE SEARCH

University of Colorado Boulder (CU Boulder) seeks a strategic, collaborative, and aspirational fundraising professional to serve as the assistant dean for advancement (assistant dean) for the College of Engineering and Applied Science (college). The assistant dean will join the college at a unique and exciting time, with the campus preparing for the first-ever Boulder-specific campaign, in which the college will play a significant role. The assistant dean will further elevate and enhance one of the highest-performing fundraising teams at CU Boulder and partner closely with Dean Keith Molenaar early in his tenure, strategically translating the college's aspirational priorities and vision into exceptional fundraising opportunities.

The College of Engineering and Applied Science is the 10th best public graduate engineering school and 17th best public undergraduate engineering program in 2023-24, according to *U.S. News & World Report*. With a guiding vision to increase diversity, representation of all backgrounds has grown significantly and remains a fundraising priority. The college is ranked number 10 out of 167 public engineering colleges for the percent of women undergraduates in engineering, according to ASEE 2021 Profiles data and of the undergraduate class of 2023, 45 percent identify as women, 25 percent as underrepresented minorities, and 20 percent as first-generation students. With a vision of achieving gender parity by 2028, the college already ranks number 1 out of 167 public engineering colleges for the percent of women in its first year class.

Fundraising at the college has grown significantly in recent years, increasing from \$7 million to \$37 million in under a decade, and is well-positioned to continue its upward trajectory under the exceptional leadership, strategic vision, and fundraising prowess of the next assistant dean. As the chief advancement officer for the College of Engineering and Applied Science, the assistant dean will engage the dean and college leaders, serving as a chief strategist on all fundraising matters and working in tandem on principal gifts and fundraising priorities. The assistant dean will lead a team of 16, when fully staffed, with

opportunities to fill some key vacancies, to ensure the team can drive the strategic growth of the program and enhance all methods of giving to reach the significant future goals and aspirations of the college and ensure sustainable, long-term development of philanthropic contributions.

The assistant dean has a direct reporting line centrally to the assistant vice chancellor, advancement and serves as a leader within the CU Boulder central advancement management team. The assistant dean is embedded within the college, and in addition to partnering with the dean, will be a contributing member of the dean's senior leadership team. The assistant dean will forge critical relationships with peers across the college, university advancement, and campus to leverage collaborative philanthropic engagement opportunities, particularly at the principal and transformational gift levels, to the benefit of the college and the university.

With at least 10 years of experience in successful development programs, the ideal candidate must possess strong strategic planning, leadership, and motivational skills; a keen understanding of best practices in fundraising and a comprehensive knowledge of all major development functions, including a depth of campaign experience. The successful candidate must be an exceptional fundraiser with a demonstrated track record of significant personal success in donor cultivation, solicitation, and stewardship at major and principal gift levels. The ideal candidate must possess the drive, ambition, and emotional intelligence to grow and increase the effectiveness of a development program and the communication skills required to articulate a vision and mission of a program and its leaders in clear and compelling language. The candidate must possess extraordinary interpersonal and negotiation skills, the political savvy to navigate a complex and academic enterprise, and the desire and ability to build bridges and strong collaborative relationships with all members of an operation across a university and a diverse body of alumni and constituents. The successful candidate will possess and embrace the values of CU Boulder Advancement, including joy, excellence, impact, and collaboration. A bachelor's degree is required; an advanced degree or equivalent combination of education and experience is preferred.

University of Colorado Boulder has retained Rachel Ellenport of the national executive search firm, Isaacson, Miller, to assist in this important recruitment. Confidential inquiries, nominations, and applications should be directed to the search firm as indicated at the end of this document.

UNIVERSITY OF COLORADO BOULDER, COLLEGE OF ENGINEERING AND APPLIED SCIENCE

CU Boulder is a globally leading, research-intensive university and the only institution in the Rocky Mountain region that is a member of the Association of American Universities. CU Boulder regularly ranks among the nation's top universities in federally funded research expenditures and attracts significant philanthropic investments from individuals, corporations, and foundations in support of research programs, undergraduate scholarships, graduate fellowships, and other programs.

Founded in 1893, the College of Engineering and Applied Science is the second largest of seven schools and colleges at CU Boulder. With more than 8,000 students and more than 600 faculty and staff, the

college is among the nation's leading comprehensive engineering schools and offers 14 undergraduate majors and 35+ graduate programs. Innovative, impactful research is pursued and conducted through the college's numerous research centers, institutes, and initiatives.

Alumni

The college has a strong alumni network of more than 47,000 who live and work around the world. In addition to offering on-campus events and activities, along with myriad volunteer opportunities and access to robust employer networks, the college's alumni engagement team is focused on developing regional networks in key areas where larger alumni populations exist. Current target areas include the Denver metropolitan area, Houston, the San Francisco Bay area, Seattle, and Southern California.

Fundraising and Strategic Plan

Over the past year, Dean Molenaar and college leadership have been developing a comprehensive strategic plan centered around three pillars: research and innovation; student educational experience; and inclusion. Future fundraising priorities will be derived from the finalized plan and will align with the upcoming Boulder campus campaign. Several current and ongoing priorities include:

Scholarships

Several new scholarship programs further the college's vision of being the first public engineering college with gender parity in the undergraduate population while reflecting the demographics of Colorado's high school graduates. The recently launched Lattice Scholars Program offers a debt-free education for first-generation, Pell-eligible students and the Society of Women Engineers (SWE) provides a scholarship to every female engineer who applies.

Departmental Naming

To date, two departments have been named in the college's 125-year history. The most recent is the [Paul M. Rady Department of Mechanical Engineering](#), made possible by a \$15 million gift in 2020 from Colorado philanthropist and businessman Paul M. Rady. A majority of Rady's giving is designated to expand and upgrade facilities for use by the CU Boulder mechanical engineering department. An additional four departments have the opportunity to be named along with the college itself.

Fellowships and Chairs

The college has a remarkable and talented faculty and as a top 10 public engineering college for research, is an attractive institution for faculty from across the United States. The ongoing creation and funding of faculty fellowships, starting at gifts of \$100 thousand, endowed professorships, gifts of \$500 thousand, and named chairs, gifts of \$2.5 million to \$5 million, are critical to retain and further develop an exceptional cohort of faculty and top researchers.

Collaborative CU Boulder Partnerships

The assistant dean will have the opportunity to strategically collaborate with university peers, leveraging the comprehensive nature of the campus and CU Boulder as a public institution. A close partnership with the CU Boulder Leeds School of Business has already led to successful philanthropic efforts, including securing \$5 million for an endowed chair. Additionally, a new quantum physics initiative, [CUBit](#) (pronounced “Q-bit”), was recently launched and serves as an interdisciplinary hub that will advance fundamental science and build a strong foundation for novel quantum technologies and their rapid dissemination, application, and commercialization. The college recently secured a \$5 million gift for an endowed chair for quantum engineering. Further collaborative opportunities abound, building from the dynamic strength of CU Boulder as a top public research university and the institution’s significant impact in and connection to the local and broader Colorado communities.

The college has an exceptional 25-person advisory board whose members have been generous contributors to fundraising initiatives and are well-engaged. Members serve for four-year terms, and with representation from some of the top national corporations, there is opportunity to further leverage the depth and breadth of knowledge, expertise, and networks for the benefit of the college.

The college raised the following figures since fiscal year 2019:

- FY19: \$42 million
- FY20: \$36 million
- FY21: \$26 million
- FY22: \$37 million

Leadership

Dr. Keith Molenaar

Dean and K. Stanton Lewis Professor of Construction Engineering and Management

Dr. Keith Molenaar assumed the deanship on July 1, 2022, following a period as interim dean. Having previously served the College of Engineering and Applied Science in multiple roles, including Chair of the Department of Civil, Environmental and Architectural Engineering, Dr. Molenaar considers the college the guidestar and driving force of his education and career.

Dr. Molenaar’s ties to the university date back to his undergraduate degree in architectural engineering in 1990. He returned to CU Boulder to earn his master’s and doctoral degrees, launching his academic career as an assistant professor at Georgia Tech before receiving an invitation to return to CU Boulder and join the civil engineering faculty. He became a full professor in that discipline in 2011.

Dr. Molenaar's teaching and research activities focus on risk and decision analysis, construction engineering, and cost estimating for buildings and infrastructure projects.

ASSISTANT DEAN FOR ADVANCEMENT

The assistant dean provides strategic leadership for an advancement program that incorporates development and external relations functions for the college. Reporting jointly to the assistant vice chancellor of advancement and the dean of the college, this position and its current complement of 15 full-time advancement staff directly support the dean to engage donors, alumni, and community volunteers to advance the college's educational, research, and service mission. The assistant dean is a member of the dean's cabinet within the college and also serves as a member of the advancement leadership community at CU Boulder.

Key Responsibilities and Duties

Fundraising

- Develop and reinforce best-practice fundraising programs in order to maximize private contributions to the college over short-, medium-, and long-term horizons in order to continually expand support for the college's research, teaching, and service missions.
- Manage a personal portfolio of 60-80 donors and prospective donors, consisting of individuals and organizations with capacities across the advancement continuum.
- Determine and monitor yearly performance metrics for the College of Engineering and Applied Science's advancement team, setting goals and objectives collaboratively with the assistant vice chancellor for advancement and in consultation and mutual agreement with the dean of the college.

Team Management

- Lead, motivate, and mentor a growing team of college-based advancement professionals with specific responsibilities for annual, major, principal, and planned gift development; donor relations and stewardship; alumni engagement; and community relations.
- Sustain and enhance an emerging college culture of donor-centered advancement.

Leadership initiatives

- Serve as a member of the dean's cabinet and other campus/college committees as appropriate.
- Contribute meaningfully to the development and growth of institutional strategy, performance, and culture.

- Establish effective working relationships with the college's academic and administrative deans, department chairs, directors of centers and research institutes, and faculty in order to better know and understand their programs and priorities.
- Function as primary staff liaison to the college's Engineering Advisory Council and its Resource Development Committee, providing strategic guidance and support for volunteers' efforts in development, alumni relations, and community engagement.
- Serve as primary liaison to university and campus administrators, including the advancement division, inclusive of the CU Alumni Association and, at the discretion of the assistant vice chancellor, with the University of Colorado Foundation and the CU System Advancement team.
- Collaborate with the university's industry and foundation relations team to deepen corporate and foundation engagement and to build productive relationships that will lead to increased charitable support for the college, including funds for faculty teaching, research, and service initiatives, as well as scholarship and fellowship funds for students.
- Continuously identify opportunities to engage charitable foundations in supporting the scholarly work of faculty and students.
- Ensure that advancement activities are aligned with the college's vision, mission, and strategic plan goals, and confirm that the college's advancement efforts are aligned with the vision, mission, and values of CU Boulder's advancement division.
- Enhance donor and grantor satisfaction with the impact, reporting, and stewardship of their contributions to the College of Engineering and Applied Science.
- Partner with college and advancement division leadership to demonstrate responsible management of both previously contributed funds and the department's budgeted annual operating funds.
- As a member of the CU Boulder advancement management team, contribute to overall campus resource development, constituent engagement, and reputation management strategy and activity, focusing resources on critical college and university priorities and objectives.
- Work closely and collaboratively with advancement colleagues across the CU system.

Qualifications and Experience

The assistant dean will bring many, if not all, of the following professional qualifications, skills, and experiences:

- Minimum of ten years of successful experience in advancement or a related field, with significant personal success securing major and principal gifts, preferably in higher education.
- Progressive management responsibilities, including demonstrated success leading a team to

achievement of annual and multi-year goals.

- Demonstrated experience working with the major components of advancement, including development, communications and public relations, alumni relations, and special events.
- Demonstrated track record in recruiting, mentoring, and retaining staff, and a proven commitment to DEI.
- An understanding of and commitment to the research, teaching, and service mission of the College of Engineering and Applied Science. Professionals with demonstrable records of fundraising achievement in engineering schools or other research-intensive or technology-driven programs of comparable scope and complexity are preferred.
- Ability to work effectively with deans and directors, university academic and administrative leaders, alumni, volunteers, and corporate and foundation stakeholders to achieve fundraising and constituent engagement goals.
- Unquestionable integrity and demonstrable evidence of a deeply held commitment to the highest personal and professional ethics.
- Ability to manage multiple responsibilities in a fast-paced, dynamic environment.
- Excellent interpersonal, written, and verbal communication skills.
- Good judgment, positivity, and personal discretion in communicating with colleagues and constituents.
- A bachelor's degree is required; an advanced degree or equivalent combination of education and experience is preferred.

COMPENSATION AND LOCATION

The salary range for the assistant dean for advancement, College of Engineering and Applied Science is \$156,100 - \$185,000. Relocation assistance and/or a signing bonus may be available within Advancement department guidelines.

Boulder, Colorado offers a perfect balance of an urban environment with access to nature. Known for its stellar food scene, breweries, an always-exciting downtown, and more outdoor activities than you can count, the city is just 30 minutes northwest of Denver, where the Rocky Mountains meet the plains. The city has abundant preserved open space, including 45,000 acres of land, 150 miles of dedicated trails, and 60 urban parks for hikers, runners, dog walkers, climbers, photographers, bird watchers, and mountain bikers. Boulder is also home to more than 30 art galleries, 4 museums, 32 movie and stage theaters, and an impressive variety of cultural performances and events.

CU Boulder advancement offers a hybrid work environment, with 2-3 days in the office required and the option to work the remaining days remotely.

TO APPLY

Rachel Ellenport is leading this search with Bryce Ervin, Megan Gorman, and Rebecca Lyons. For more information, to submit a nomination, or to apply for this role, please visit:

[https://www.imsearch.com/open-searches/
university-colorado-boulder-college-engineering-applied-science/assistant-dean](https://www.imsearch.com/open-searches/university-colorado-boulder-college-engineering-applied-science/assistant-dean)

The University of Colorado Boulder is committed to building a culturally diverse community of faculty, staff, and students dedicated to contributing to an inclusive campus environment. We are an Equal Opportunity employer, including veterans and individuals with disabilities.

ADDENDUM

ADVANCEMENT LEADERSHIP

Katy Herbert Kotlarczyk **Vice Chancellor for Advancement**

As Vice Chancellor for Advancement for the University of Colorado Boulder, Ms. Kotlarczyk oversees campus efforts related to private gift fundraising, alumni engagement, and other philanthropic initiatives. Under her direction, the CU Boulder Advancement team identifies and partners with constituents who contribute their time and talent to advance the University's mission.

With CU Boulder Advancement since 2010, Ms. Kotlarczyk previously served as Assistant Vice President for Central Advancement and led CU Boulder's gift planning and annual giving efforts. Prior to joining CU Boulder, she directed fundraising for a Georgetown University scholarship program that supports first-generation, low-income, and diverse undergraduate students. She also served as a director of Orr Group, a fundraising and strategy consultancy for nonprofit organizations.

Ms. Kotlarczyk is currently pursuing her Doctor of Education degree in leadership in educational equity, with a focus on higher education. She completed her MBA at DePaul University and received her undergraduate and master's degrees from Stanford University.

Matthew Young **Assistant Vice Chancellor for Advancement**

Matthew Young is the Assistant Vice Chancellor for Advancement responsible for supporting the Leeds School of Business, the College of Engineering and Applied Science, the Colorado School of Law, the campus institutes, and CU Boulder's Industry and Foundation Relations efforts, to achieve their fundraising and engagement goals.

Mr. Young joined CU Boulder Advancement in January 2015 as a member of the Engineering Advancement team and, through roles of progressively increasing responsibility, helped it grow to new heights with record fundraising and engagement productivity.

Prior to joining CU Boulder, Mr. Young worked in the advancement offices at the University of Chicago and the University of Notre Dame and worked as a consultant for CCS Fundraising. He holds a master's degree from CU Boulder and received his undergraduate degree from the University of Notre Dame.