



Northwestern University

Search for the Executive Director, West Coast Regional Office Northwestern University Evanston, IL

Note: This position is based in San Francisco, CA

THE SEARCH

Northwestern University seeks a highly relational and proven fundraising professional for the role of Executive Director (ED) of the West Coast Office to provide strategic direction and leadership for the University's advancement efforts in the state of California and to manage the West Coast team. This team is responsible for the identification, cultivation, and solicitation of principal and major gift prospects for the University in the state of California with a significant focus on San Francisco, East Bay, Marin County, and the San Jose / Palo Alto region as well as the Los Angeles / Orange County / San Diego area. The ED will collaborate with staff across Alumni Relations and Development (ARD), including with colleagues in the professional schools, to support fundraising and alumni relations goals and engagement for the West Coast. The ED will also maintain relationships with Trustees in the region.

Based in the landmark 44 Montgomery Street building in San Francisco, the ED and their team will be embedded in [Northwestern San Francisco](#), a dynamic teaching and learning environment where innovation and collaboration thrive. As the West Coast regional office leader, the ED will serve as a highly visible, externally facing Northwestern ambassador. The ED will report to the Assistant Vice President for Development, Regional Offices; directly manage a seasoned fundraiser; recruit a gift officer and a Program Coordinator; and personally cultivate the highest capacity donors in key emerging markets within a metrics-driven program. The ED will also lead efforts to build a strong service orientation across the team in support of academic leaders and development colleagues who are traveling to the West Coast for events and donor visits.

The ED must be a driven, highly collaborative, and seasoned professional who excels at building frontline programs and teams. The successful candidate will be a proven fundraiser with a strong track record of securing seven-figure gifts.

The ideal candidate will possess a high degree of professional experience and knowledge of fundraising best practices within a large, complex, and fast-paced organization. Superior communications skills to ensure effective messaging for a variety of audiences will be essential, along with a high level of integrity and emotional intelligence to effectively engage and partner with key internal and external constituents. The ideal candidate must be a self-starter who operates with a sense of urgency and can demonstrate an established track record of increasing philanthropic revenue from diverse constituencies. Expertise within the Bay Area's philanthropic community is desirable. A bachelor's degree (or the equivalent combination of education, training, and experience from which comparable skills can be acquired) is required. A complete list of the desired qualifications and characteristics can be found at the conclusion of this document.

Northwestern University has retained Ms. Rachel Ellenport of the national executive search firm Isaacson, Miller to assist in conducting this important recruitment. All inquiries, nominations, and applications should be directed to the search firm as indicated at the end of this document and will be held in the strictest confidence.

NORTHWESTERN UNIVERSITY

[Northwestern University](#) is a preeminent national and global research university. Northwestern's ascent into the upper echelon of major research universities has been guided by a series of excellent and long-serving leaders, who have consistently strengthened critical components of the University and enabled world-class faculty, students, and staff to realize the mission of the institution.

Northwestern has a broad array of [12 schools](#), all of which are highly ranked and recognized. These schools are integrated throughout three campuses – the primary campus in Evanston, on the beautiful shores of Lake Michigan; the Chicago Campus, nestled in the heart of a world-class city; and the University's first global campus in Doha, Qatar.

University administration has moved to strengthen every aspect of research and scholarship at Northwestern, investing in faculty and expanding research space on the Evanston and Chicago campuses by nearly 30% over the past ten years. Northwestern is home to more than 90 school-based centers and more than 50 University research centers. With an interdisciplinary culture, Northwestern's research spans a spectrum of areas including neuroscience, nanotechnology, biotechnology, and drug discovery. In 2022, sponsored research—just one measure of scholarly excellence—totaled \$923 million, and is on a clear trajectory to exceed \$1 billion, putting Northwestern among a very small number of private research universities to approach this level.

The University is uniquely positioned in science and engineering with large academic and research programs within a comprehensive private institution. Northwestern holds a global leadership position in areas like materials science, chemistry, astrophysics, nanoscience – started in engineering and chemistry and quickly married into medicine – and molecular chemistry, enhanced today by an expansion of its

computer science and data science activities. There are very few universities in the top ten that can boast the same level of excellence across arts, humanities, social sciences, and professional schools paired with a sizeable science, engineering, and medical complex. This full range of academic breadth is integrated through joint appointments and institutes across the University.

Powerful undergraduate, graduate, professional, and post-doctoral programs contribute to the prestigious brand and hallmark of quality for the institution. Today, Northwestern enrolls more than 8,000 undergraduate students and more than 14,000 graduate students across a range of nationally ranked programs. At the crux of all of this is a collaborative and naturally interdisciplinary ethos that fosters creative and path-breaking programs and research across schools and disciplines.

Northwestern is a founding member of the Big Ten Athletic Conference and sponsors 19 varsity teams that compete against the best in the nation. Student-athletes at Northwestern have the highest graduation rate among schools in the Division I Football Bowl Subdivision (FBS), which is the most competitive subdivision of the NCAA. In 2023, Northwestern was the Big Ten champion in softball and had recent titles in swimming, wrestling, lacrosse, field hockey, soccer, diving, golf, fencing, and tennis. Northwestern's combined excellence in academics and athletics is unparalleled.

Northwestern is committed to supporting a diverse and inclusive campus community. The four intertwined strands of access, equity, enrichment, and well-being guide the focus of the institution's work through the development and implementation of strategic equity, diversity, and inclusion initiatives across the University.

The achievements of the University have been financially possible due to generous alumni and the translation of its powerful science enterprise. With an endowment of approximately \$16 billion, Northwestern is among the best-endowed institutions in the world. The most recent capital campaign, "We Will: The Campaign for Northwestern," concluded in June 2021, with a total of \$6.1 billion raised from 174,380 donors; when the campaign launched in March 2014 its goal was to raise \$3.75 billion from at least 141,000 donors.

NORTHWESTERN SAN FRANCISCO

[Northwestern San Francisco](#) features a 16,000-square-foot state-of-the-art presentation area to engage with 12,000 alumni and partners in the Bay Area, collaborative classrooms, and a flexible design studio. It is used for quarter-long residencies, short immersion experiences, and events for alumni and collaborators.

ALUMNI RELATIONS AND DEVELOPMENT

Alumni Relations and Development (ARD) is dedicated to advancing the mission of the University as a premier research and teaching institution. Guided by the University's strategic priorities, ARD nurtures

lifelong, mutually beneficial relationships with 260,000 alumni, parents, friends, and organizations that result in volunteer engagement and philanthropic support. The central office of Alumni Relations and Development includes employees based in Evanston and the regional offices include more than 285 full-time staff. In Fiscal Year 2022, Northwestern secured \$1.1 billion in gifts and pledges, including a \$480 million gift, the largest in the institution's history.

EXECUTIVE DIRECTOR, WEST COAST REGIONAL OFFICE

Major Functions and Responsibilities

- Serve as a senior partner for the regional teams' overall strategic planning and goal setting; set the fundraising strategy for the California area in conjunction with the Assistant Vice President, Regional Offices; identify principal, major, and leadership gift prospects, qualify their giving potential, and develop meaningful engagement and successful solicitation of donors.
- Manage a portfolio of approximately 40 major gift prospects and donors with an emphasis on securing major and principal gifts.
- Support university and school-based fundraising initiatives through focused strategic planning and advising, prospect strategy development, front-line fundraising, and responsive support for leadership as needed.
- Manage the West Coast team including setting and evaluating individual goals, developing training, mentoring, and assigning and monitoring coverage of primary areas of focus; set and evaluate budgets, monitor expenses, and oversee overall support for the office.
- In concert with the Assistant Vice President, Regional Offices and other ARD managers, use data to develop and implement strategies to support Northwestern's fundraising and alumni relations goals.
- Provide leadership and serve as the key stakeholder in developing the overall strategic direction of the University's development and alumni relations program in California.
- Engage and steward locally based trustees and volunteer leaders to implement University fundraising strategies that will lead to success in the upcoming campaign.
- Perform other duties as required or assigned.

Skills and Qualifications

Candidates will possess many, if not most, of the following professional qualifications and personal characteristics:

- At least 10 years of progressively responsible experience in formulating and executing a successful fundraising plan, ideally within higher education, with proven success in closing major gifts and reaching goals in a timely fashion, as well as managing a large major gift prospect pool.
- Initiative and the ability to build and lead a successful program that is a satellite operation.
- A demonstrated ability to manage relationships with donors and cultivate, solicit, and successfully close gifts at the six-and seven-figure levels.
- Proven skills as a strategist with the ability to articulate a vision for the future, engage peers, supervisors, and team members in that vision, and build and institutionalize a program capable of fulfilling that vision.
- A high degree of energy, creativity, initiative, and the ability to project the unique aims and values of Northwestern to its donors and alumni.
- Superior communication skills and the ability to connect with a variety of audiences; clarity and persuasiveness in written and oral communications.
- Experience and discretion working with volunteers and high-level donors and the ability to manage complex relationships.
- Strong analytical skills and demonstrated competence in designing, planning, and managing successful fundraising plans.
- Willingness to work in a remote, academic setting where other parts of the university are represented.
- An understanding of the philanthropic community on the West Coast.
- Ability to work evening and weekend hours and travel within the state of California, as well as to campus in Evanston, Illinois.

- A bachelor's degree or the equivalent combination of education, training, and experience from which comparable skills can be acquired.

TO APPLY

Rachel Ellenport is leading this search with Becky Piper, 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/northwestern-university/executive-director-west-coast-regional-office>

Northwestern University is an Equal Opportunity, Affirmative Action Employer of all protected classes, including veterans and individuals with disabilities. Women, racial and ethnic minorities, individuals with disabilities, and veterans are encouraged to apply.

The Northwestern campus sits on the traditional homelands of the people of the Council of Three Fires, the Ojibwe, Potawatomi, and Odawa, as well as the Menominee, Miami, and Ho-Chunk nations. The greater Chicago area was also a site of trade, travel, gathering, and healing for more than a dozen other Native tribes, linking the Great Lakes to some 100,000 tribal members in the state of Illinois.

ADDENDUM: LEADERSHIP

Michael H. Schill

President

Michael H. Schill took office as Northwestern's 17th president on September 12, 2022. He also serves as a professor of law in Northwestern Pritzker School of Law, and a professor of finance and real estate in the Kellogg School of Management.

Schill previously spent seven years as president of the University of Oregon (UO), where he raised the university's profile in teaching, research, innovation, student access and diversity. Under Schill's leadership, UO built the Phil and Penny Knight Campus for Accelerating Scientific Impact, increased its four-year graduation rates by 10 percentage points and launched the Ballmer Institute for Children's Behavioral Health in a new campus in Northeast Portland. Schill also led the extension and historic close of the university's fundraising campaign in 2021, which exceeded its goal with \$3.2 billion total raised.

Schill is a nationally recognized expert in property, real estate and housing law and policy. He is the author or co-author of three books and more than 40 scholarly articles. His work includes studies of the determinants of value in condominium and cooperative housing, the impacts of subsidized housing programs on property values, the enforcement of Fair Housing laws, mortgage securitization and the effects of housing market regulation. His casebook, "Property," co-authored with Jesse Dukeminier, James E. Krier, Gregory S. Alexander and Lior Jacob Strahilevitz, is one of the most widely adopted casebooks in American law schools.

He served as dean and professor at the law schools of the University of Chicago and UCLA, and also held tenured faculty positions at New York University and the University of Pennsylvania. In 1995, Schill founded NYU's Furman Center for Real Estate and Urban Policy, which has become one of the nation's leading research centers on housing and the built environment. He has served on several nonprofit boards and civic bodies, including Argonne National Laboratory, ITHAKA, the Chicago Innovation Exchange, and The Preservation Compact.

Before beginning his career as a professor, Schill served as law clerk to the Honorable Marvin Katz of the Eastern District of Pennsylvania and was a real estate attorney at the New York City law firm of Fried, Frank, Harris, Shriver and Jacobson. Schill graduated with an AB in Public Policy from Princeton University and a JD from Yale University.

Robert (Bob) McQuinn

Vice President for Alumni Relations and Development

Bob McQuinn was named vice president for Alumni Relations and Development at Northwestern University in October 2010. A veteran development leader, Bob has over 30 years of experience covering six comprehensive campaigns. Under his leadership, the “We Will” Campaign, which launched publicly in March 2014, raised over \$6 billion from more than 174,000 donors. “We Will” is Northwestern's largest campaign and among the most successful fundraising efforts in higher education history. Northwestern also raised over \$1 billion in new gifts and commitments in its first post-campaign year.

Starting in 2003, McQuinn was associate vice president for development at the California Institute of Technology, also serving as Caltech’s acting vice president for development and alumni relations in 2008 and 2009, overseeing the 70-member development and alumni relations team and supporting three trustee committees. During his tenure, Caltech successfully completed its comprehensive campaign, raising more than \$1.4 billion in private support.

Prior to Caltech, McQuinn served as associate vice president for development at Williams College, where he led the planning and launched the “Climb Far” campaign that resulted in more than \$500 million in gifts and commitments to the college.

Before moving to Williams, he served at the University of Southern California as senior associate dean for development and public affairs for the College of Letters, Arts and Sciences and as director of development for the Marshall School of Business. He also has held senior development positions at Whittier College and at the Japanese American National Museum in Los Angeles. Prior to his development career, he worked in the financial services industry, most recently as a corporate banker for First Chicago Corp.

McQuinn also serves as an independent director for EDETEK, a Princeton, NJ-based company providing high-tech platforms and related clinical services to pharmaceutical, biotechnology, and medical device companies. He holds both a bachelor’s degree and master’s degree in business administration from the University of Southern California.

McQuinn announced his retirement from Northwestern in August 2023, and will transition to a half-time role as vice president emeritus and senior advisor for the university, effective October 31, 2023. A search is underway for his successor.

David Lively

Senior Associate Vice President of Development

With 30 years of experience in higher education advancement, David Lively has directed successful development strategies across five comprehensive fundraising campaigns. Lively joined Northwestern University in January 2012 where he managed, *We Will. The Campaign for Northwestern*, a university-wide fundraising initiative that raised \$6.1 billion from 174,380 donors. Additionally, he oversees a team

of 60 development professionals responsible for principal gifts, regional and international major gifts (including offices in New York and San Francisco), and gift planning.

Prior to joining Northwestern, Lively served as vice president of development at DePaul University. During his nine-year tenure at DePaul, Lively held several positions, including senior director of development at the Driehaus College of Business. Before moving to DePaul, he worked as director of annual giving and director of law development at the University of Denver.

Lively previously worked at Northwestern in the late 1990s, serving as associate director of development at Northwestern Pritzker School of Law during the University's prior campaign. He began his development career in 1994 at the University of Colorado Foundation, Inc. as the assistant phone-a-thon director in the office of annual giving.

Lively earned a bachelor's degree in history from Southern Methodist University (SMU), a master's degree in history from Colorado State University, an MBA from the University of Denver's Daniels College of Business, and a certificate from the Management Development Program (MDP) at Harvard University's Graduate School of Education. In April 2017, he authored *Managing Major Gift Fundraisers: A Contrarian's Guide* (published by CASE).

Greg Outwater

Assistant Vice President of Development, Regional Offices

Greg Outwater has served for fifteen years in the Regional Offices of Alumni Relations & Development (ARD) at Northwestern University, most recently as Assistant Vice President, Regional Offices. In this role, Outwater drives fundraising results and engagement activity in Greater New York and California, managing a combined team of 16. As a leader, Outwater thrives on building diverse teams and supporting professional growth and success at ARD. Outwater was the number one-ranked major gift producer over the entirety of Northwestern University's \$6 billion campaign, *We Will. The Campaign for Northwestern*.

A former opera singer, Outwater previously held managerial positions at the Chamber Music Society of Lincoln Center and IMG Artists. He is an active volunteer, currently serving on the board of directors of Greenwood Gardens in Short Hills, NJ, and as a member of the Development Committee of the New Jersey Symphony Orchestra.

Outwater holds a Bachelor of Music in Vocal Performance from Northwestern University's Bienen School of Music and completed Graduate Studies in Opera as a Rotary Scholar at the Hochschule für Musik und Darstellende Kunst (The Frankfurt University of Music and Performing Arts) in Frankfurt, Germany. He earned a Certificate in Staff Leadership: Leading Change, from the Kellogg School of Management.