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## **DEVELOPMENT LEADER (Chief Development Officer)**

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### **POSITION SPECIFICATIONS**

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#### **CLIENT**

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Kansas City Scholars ([www.kcscholars.org](http://www.kcscholars.org)), a new organization being incubated at the Kauffman Foundation, is an independent 501(c)(3) dedicated to increasing postsecondary education attainment by providing scholarships, financial incentives to promote college savings, and support services for low- and modest-income students and adults. The Kauffman Foundation ([www.kauffman.org](http://www.kauffman.org)) has made a \$79 million commitment over 10 years to KC Scholars, with the goal of raising additional external funds to increase the number of scholarships given.

KC Scholars is being created as a national model, community-engaged program with over 70 community members involved in the program planning process and a community-based implementation committee that will remain engaged throughout the launch of KC Scholars into program implementation. KC Scholars has a network of 17 higher education institutions where KC Scholars' recipients may use their scholarship along with match and incentive awards to earn a credit-bearing credential or degree. The group includes 17 institutions in addition to eligible branch campuses. Governed by an independent board of directors, financial support for KC Scholars will be shared across the community, with the expectation that the Executive Director and development leader serve as the co-architects in the development strategy to ensure that the Kauffman Foundation investment is matched by other funds.

The scholarship program will serve traditional students, adult learners that are returning to college, and participants in a college savings match program. Students and adults who are low- and moderate-income and residing in six counties in Kansas and Missouri in the Kansas City region will be eligible to apply. KC Scholars will award 500 new scholarships annually and once fully scaled in 2022, will have at least 2,000 students in the program annually.

The Ewing Marion Kauffman Foundation was established in the mid-1960s by the late entrepreneur and philanthropist Ewing Marion Kauffman. Based in Kansas City, Missouri, the Kauffman Foundation is among the largest foundations in the United States with an asset base of approximately \$2 billion. The mission of the Foundation is to help individuals attain economic independence by advancing educational achievement, and entrepreneurial success, consistent with the aspirations of the founder, Ewing Marion Kauffman.

The Foundation's vision is to foster "a society of economically independent individuals who are engaged citizens, contributing to the improvement of their communities." In service of this vision, the focus of the Foundation's grant making and operations is in two areas—education and entrepreneurship—which the founder, Ewing Kauffman, saw as two ends of a continuum. A quality education is the foundation for self-sufficiency, preparing young people for success in college and in life. Many young adults will work in businesses started by entrepreneurs. Some will become entrepreneurs themselves, providing jobs and wealth for society.

## **RESPONSIBILITIES**

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Kansas City Scholars, Inc. seeks its inaugural development leader to foster widespread community co-investment in a new and transformative scholarship and student support program. Kansas City Scholars is charged with dramatically increasing the college completion rates of Kansas City area students and adults.

The development leader will be a proven fundraiser at the local and national level, with experience with a multi-sector, co-investment model and within complex organizations. This is an unparalleled development opportunity; the inaugural development leader will help scale this new organization to achieve long-lasting results of regional and national significance.

- Co-architect a fundraising strategy by quickly establishing meaningful relationships across Kansas City and with current and potential donors.
- Create and execute a strategic fundraising plan by identifying and cultivating existing and potential funders, developing and establishing donor policies and structures, accompanying the Executive Director and Board Members on resource development meetings, serving as a public face of KC Scholars, and planning and facilitating large-scale events that raise public awareness and secure donors.
- Develop and execute a fundraising plan with sector-specific strategies.
- Design processes and procedures for setting up the development structure, future key development hires, database, and donor recognition processes.
- Work with existing and to-be-developed scholarship programs to explore the possibility of pooling funds.
- Research and identify potential grant opportunities, apply for grants when appropriate, and manage grants which are secured.
- Attend at least one national convening of key funders of postsecondary educational attainment initiatives to develop relationships and learn from successful funding strategies of other similar entities and cultivate potential funders.
- Work closely with the corporate sector on aligning existing programs and cultivating potential giving.
- Identify and manage opportunities for matching grants/gifts, organizational giving, and individual giving so as to honor the community-engaged philosophy.
- Develop and foster strong relationships with postsecondary institution development offices and explore opportunities for aligned approaches and giving.

- Prepare and present quarterly reports and an annual report to demonstrate funding support and goals.

## **EDUCATION AND EXPERIENCE**

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### Education:

Master's degree preferred.

### Work Experience:

Minimum five years working in a development role, with increasing responsibilities.

### A successful candidate profile:

- Ability to think and act creatively regarding potential funding streams, and consider possibilities of national funding streams.
- Experience in successful fundraising strategy development and execution (having raised a minimum of \$1 million annually and preferably \$2 million or more).
- Ability to quickly develop high-quality relationships at the leadership and organizational level with a wide range of individuals from various sectors and to motivate and mobilize external stakeholders to support the mission and goals of an organization.
- Proven communicator across a range of interest groups and external stakeholders.
- Demonstrated and successful experience working with an executive and a board to raise funds.
- Significant experience managing a comprehensive and multi-faceted fund portfolio.
- Proven innovator and self-starter as demonstrated by developing new lines of work and/or initiatives.
- Well-developed and keen ability to understand contextually what motivates and is important to various sectors and which messages resonate with each.
- Extensive experience setting specific fundraising goals and benchmarks.
- Experience planning successful large-scale fundraising and awareness raising events.
- Understanding of higher education development practices is a plus.
- Strong organization skills and ability to multi-task.
- Experience working in a fast-paced, goal-oriented environment with the ability to set and meet clear deadlines.
- Quick learner with the ability to develop a solid understanding of the content, processes, deliverables and overall objectives.
- Personal value system that includes the highest standards of honesty, confidentiality, integrity, loyalty, and professional ethics reflective of the ability to succeed in building and maintaining positive relationships with the community and program donors.
- Excellent communications skills and ability to communicate a large vision and its potential impact on individuals and an entire region.
- Skilled at building relationships and leveraging existing relationships within the Kansas City community.
- Tactful and diplomatic with strong interpersonal skills; this person will be a connector with the ability to develop and nurture high-trust relationships.

- Frequent business travel in the six-county KC Scholars service region is required.

All of the statements in this position description are intended to describe the general nature of the work being performed, and are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required. This document describes the position currently available. The organization reserves the right to modify job duties or job descriptions at any time.

## KANSAS CITY METROPOLITAN AREA

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This position will be based in the Greater Kansas City metropolitan area, **although immediate relocation may not be required.** Kansas City has earned a reputation for being one of the best places to live and work in the nation and was named one of the Top 50 Best Places for Business and Careers by *Forbes*. Home to outstanding cultural and arts facilities and major athletic teams, the region has achieved numerous [national accolades](#) for high rankings in affordability, raising a family, the redeveloped downtown, technology, charitable giving, museums, sports facilities and culinary accomplishments.



The Kansas City and Johnson County regions have experienced a documented renaissance during the last decade – quality educational opportunities, affordable housing, and convenient transportation. Young professionals are attracted to the city’s destination venues such as the Crossroads Arts District (<http://kccrossroads.org/>) near downtown Kansas City, the “Power & Light District,” and the famed and iconic Country Club Plaza shopping area (<http://countryclubplaza.com/>).

There are four major league athletic teams in the region, including the 2015 World Series champion Royals, the NFL Chiefs, the 2013 MLS champion Sporting KC soccer team, as well as the 2015 women’s professional soccer champion FC Kansas City.



Relevant websites that provide meaningful information about the region are as follows:

- Welcome to Kansas City Video [www.vimeo.com/kcadc](http://www.vimeo.com/kcadc)
- Kansas City Convention & Visitors Association [visitkc.com](http://visitkc.com)
- Kansas City Area Development Council [thinkkc.com](http://thinkkc.com)
- KC Options Magazine [KC Options](http://KC Options)
- Greater Kansas City Chamber of Commerce [www.kcchamber.com](http://www.kcchamber.com)
- Kansas City Business Journal [www.bizjournals.com](http://www.bizjournals.com)

## COMPENSATION

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A competitive compensation package as defined by the nonprofit agency’s compensation guidelines, including base salary and an outstanding benefits package will correspond to the experience level, credentials, and personal characteristics of the candidate.

## **NON-DISCRIMINATION**

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Kansas City Scholars firmly supports the principle and philosophy of equal opportunity for all individuals, regardless of age, race, gender, creed, national origin, disability, veteran status or any other protected category pursuant to applicable federal, state or local law.

## **APPLICATION PROCESS**

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EFL Associates, an executive search firm, is assisting Kansas City Scholars with this important search. All calls and inquiries should be made through the search firm. Nominations and applications will be held in confidence. Review of applications will begin immediately and will continue until the position is filled.

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