

## Vice President of Advancement



Lakeshore Technical College has partnered with Spano Pratt Executive Search to identify the Vice President of Advancement. For a confidential conversation and to learn more about this opportunity, please contact Jamie Pratt.

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## ORGANIZATION

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Lakeshore Technical College (LTC) is a not-for-profit, public, two-year post-secondary educational institution focused on technical education. Each year more than 10,000 people enroll in courses at LTC, relying on the college for job preparation, to earn a degree, upgrade a specialized skill, train as an apprentice, or seek a high school equivalency. Most credit-seeking students attend part-time and their average age is 25.

Close to 1,000 students graduate from the college each year, with associate degree graduates earning a median salary of \$46,800 per year, more than doubling their adult income prior to completing their LTC education. Faculty and staff meet every student where they are in life and help them to achieve their goals.

In addition to accreditation by the Higher Learning Commission (HLC), one of six regional accrediting bodies authorized by the U.S. Department of Education, LTC is a nationally-recognized technical college. LTC was ranked the #17 trade school in the nation by Forbes, the #3 two-year college in the nation for adult learners by Washington Monthly, #9 in the nation for two-year college educational outcomes by WalletHub.com, and a top-150 two-year college for the fourth consecutive time by the Aspen Institute. LTC was also named a top 10 Bellwether Award finalist in the category of Workforce Development and presented its innovative MicroMatch Upskilling™ program at a prestigious, national conference in February.

One of 16 comprehensive technical colleges in Wisconsin that operates under the administration of the Wisconsin Technical College System (WTCS), LTC is governed by a local nine-member District Board (LTC Board) whose representation is determined by State Statute. Located in east central Wisconsin, LTC serves a district which measures approximately 1,200 square miles, covering Manitowoc and Sheboygan counties and small segments of Calumet and Ozaukee counties. The main campus, consisting of five buildings on a 154-acre site, as well as an environmental campus, is in the Village of Cleveland, Wisconsin, centrally located between the District's two primary city centers, Manitowoc and Sheboygan. The College also operates two learning centers strategically located in the Sheboygan and Manitowoc County Job Center facilities, as well as the Lakeshore Culinary Institute in the heart of downtown Sheboygan and the LTC School of Agriculture adjacent to Farm Wisconsin Discovery Center. LTC also operates community education centers in District high schools with a focus on Mishicot, Cedar Grove-Belgium, and Oostburg. Reedsville and Elkhart Lake High schools have also hosted classes. Plymouth High School is home to the LTC Science and Technology Center.

The College employs 108 full-time faculty and 193 part-time faculty. Full-time management and support staff at the College number 151 with the remaining 131 management and support staff contributing on a part-time basis. 257 student workers round out the college workforce.



## MISSION and VISION

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LTC staff are united in the mission to be dealers in hope. Each and every staff member makes a difference in the life of a student no matter their job role or title.

THE HOPE MOVEMENT, LTC's 2023 strategic plan, not only brings focus to the areas where we can significantly impact the communities we serve, but breaks down organizational silos and engages each and every LTC team member in supporting our strategies.

Over 300 LTC staff members have contributed to THE HOPE MOVEMENT and we look forward to accomplishing our goals together.



## Vice President of Advancement

### JOB PURPOSE

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To create, plan and direct fundraising strategies on a multi-year and annual basis to generate support for both ongoing capital initiatives and annual support. Cultivate and maintain a portfolio of prospects and donors that align to the mission. This position reports to the President of the College, is a member of the President's Leadership Team, and will represent the college to external audiences.

### ESSENTIAL JOB FUNCTIONS

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#### *Fundraising Strategy*

- Design, implement and manage all fundraising strategies and activities for 5-year plan and annual plans in alignment with the College's strategic plan. The advancement function includes responsibility for annual fund, corporate and foundation relations, major gifts and gift planning, endowment, capital campaigns, and alumni and constituent relations efforts, stewardship, and advancement services.

- Be an active advocate in the community with alumni, charitable and service organizations, business and corporate partnerships.
- Implement giving opportunities targeting alumni and parents.
- Build a case for support in conjunction with marketing/communications to devise effective messaging to support advancement. Incorporate social media strategy aligned to advancement goals.
- Build network and awareness of the College by joining local community and business organizations, participating in community events, and creating relationships with other schools and school districts in the region.
- Engage and partner with President, Leadership Team, District Board, and Foundation Board in fundraising through education and participation.

### ***Fundraising Operations***

- Establish management activities and goals for donor cultivation, solicitation, and donor relations.
- Facilitate donor/prospect identification and research using current methodology and tools.
- Ensure the proper recording of donors and prospect contact, moves management progress, and gifts received.
- Oversee the pledge reminder and acknowledgement programs.
- Develop and use surveys with donors, prospects, partners, and staff to assess expectations and alignment.
- Create dashboard of outcomes and systems to track those outcomes.

### ***Foundation/Board***

- Assist the Foundation Board with recommending and researching potential new members.
- Develop relationships and work in conjunction with Board members to maximize their giving and open up their networks.
- Engage the Foundation Board in participating in door opening and solicitation meetings.
- Develop fundraising training for District and Foundation Board members and other volunteers.

### ***Managerial/Campus Responsibilities***

- Assist in developing plan(s) and budget for department.
- Motivate team and partners, addressing issues in an effective and timely manner.
- Be active in the college by serving on committees and cross-functional teams.
- Work collaboratively with other departments.



### **JOB REQUIREMENTS (Qualifications, Skills and Physical Demands)**

**Qualifications:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education, Training and Experience:** Bachelor's degree or equivalent with additional college credits and three to five years recent fund development leadership experience, preferably in higher education.

### **Knowledge, Skills and Abilities**

- Ability to collaborate with other areas of the college in the accomplishing of development goals.
- Knowledge of cultivation, solicitation, and stewardship strategies and techniques, for all areas of fund development including major gift, planned giving, capital campaign, corporate and foundation, annual fund, social media, alumni and parent giving, grants, events and stewardship.
- Experience in planning resource development initiatives.
- Self-motivation and discipline to regularly set and achieve work goals.
- Excellent organizational, interpersonal and networking skills with large groups as well as with individuals are essential.
- Ability to maintain a high level of poise and professionalism in all circumstances.
- Ability to initiate and build relationships with prospective donors at all levels.
- Demonstrated ability to take primary responsibility for diverse number of projects and to complete them in a timely manner with limited supervision.
- Demonstrated record of success in generating significant gifts in previous work experience.
- Exemplify college values in all staff and student interactions, as well as services delivered.
- Ability to relate successfully with students and staff of diverse cultural, social or educational backgrounds.

### **Communication Skills**

- Demonstrated written and oral communication skills including effective listening.
- Ability to represent the College to internal and external constituencies.
- Ability to prepare presentations, speeches and articles.
- Ability to make effective and persuasive speeches and presentations on complex topics to top management, public groups, and/or boards of directors.
- Fluent, bilingual individual is beneficial.

### **Technology Skills**

Proficient in the use of technology including database, CRM software, wealth screening, financial software, and social media.

***Note: Meeting the minimum requirements does not guarantee an interview for a position.***

### **Condition of Employment**

- Employment conditional on completion of a Background Information Disclosure (BID) and the results acceptable to the College.
- Valid State of Wisconsin driver's license required or access to reliable and flexible transportation to commute from one job site to another.

For a confidential conversation or to learn more about this opportunity, please contact:

**Jamie Pratt, Partner**

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*Lakeshore Technical College is an Equal Opportunity Employer and provides employment opportunities to applicants without regard to race, color, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, age, veteran' status, disability or genetic information.*

Spano Pratt Executive Search | Vice President of Advancement | Lakeshore Technical College