



Senior Director of International Relations

Philadelphia, Pennsylvania

The Wharton School of the University of Pennsylvania seeks an inspirational, highly collaborative, and culturally astute development executive to lead a team of international major gift officers as Senior Director of International Relations within External Affairs. Championing both The Wharton School and the University of Pennsylvania, the Senior Director will identify opportunities to expand international fundraising and increase international donor engagement.

Since its founding as the first collegiate business school in 1881, Wharton has embraced a spirit of innovation, analytics, and entrepreneurship in business. Today, Wharton has expanded the scope of this vision to become the most comprehensive source of business knowledge in the world – with over 240 faculty members, 98,000 alumni, 5,000 students across 10 academic departments, 20 research centers, and more than 9,000 executive education participants annually.

Under the leadership of Dean Geoffrey Garrett, an internationally-renowned academic, and his vision of [doing well by doing good](#), The Wharton School has built upon its reputation and acumen in business and finance education and is investing in new, emerging areas critical to the global business and policy landscapes. Wharton is empowering its community of students, faculty, alumni and partners to shape the future of finance; incubate ideas to transform business; power insights to reinvent decision-making; and create leaders who change the world.

[More Than Ever](#), Wharton's aptly named fundraising and engagement campaign, epitomizes the energy and positive impact of the School's global community. The incredible success of the quiet phase of the campaign and record-breaking philanthropy has emboldened Wharton to think even bigger resulting in the recent [public announcement of a transformational \\$1 billion goal](#).

Wharton is ensuring that its campuses are as cutting-edge as its teaching and research by providing flexible, world-class learning spaces for research and entrepreneurial innovations. This includes the new [Wharton Academic Research Building](#) slated to open in Fall 2020, which will serve as a campus hub of data, analytics and behavior as well as The [Entrepreneurship Building](#), a 60,000 square foot facility open to students from all Penn Schools and Centers for developing their dream projects. The building will house Venture Lab and includes dozens of meetings rooms and co-working spaces, a large colloquium hall and a Maker Space with cutting edge tools to take creative ideas from concept to prototype. These endeavors will draw upon the caliber of Wharton and Penn faculty, the creativity and drive of its students and the success of its alumni entrepreneurs. Alumni with expertise in venture capital, law, accounting and other industries will contribute their expertise as mentors and advisors.

The [Penn Wharton China Center](#), located in the Central Business District of Beijing, is another exciting example of a collaborative hub. The Center enables Penn and Wharton to facilitate faculty and student research in China, foster two-way exchanges and training, leverage resources in China essential to

understanding the global economic issues and markets and enhance connections to alumni and friends in China by providing professional, networking and knowledge resources on-site. Over 2,200 Wharton alumni reside in Greater China alone, and all of Penn's 12 schools have partnerships and engagements in China.

Wharton offers programs on every continent for students, faculty, alumni, and executives. Wharton's three campuses (Philadelphia, San Francisco, Beijing) and on-line learning constitute [one global community](#), with an MBA class that is 33% international and an alumni network of 96,000 worldwide that extends to the highest levels in every sector in 153 countries. Wharton's signature [Global Forums](#) bring together leaders from business and government along with Wharton faculty and alumni to explore issues facing global business.

Reporting to the School's Senior Executive Director of Development, the Senior Director will oversee the Wharton School's international development efforts. This includes enabling Wharton to expand and enhance its engagement of and support from constituents in the international community and within targeted communities with an international focus within the United States. The three primary goals for this position are to increase fundraising in international markets; aid in developing a more cost efficient and sustainable approach to international outreach; and build a long-term model for international alumni engagement and philanthropy.

Serving as the primary point and coordinator for all fundraising efforts outside the United States, the Senior Director will understand how to appropriately engage the Dean of the Wharton School and Vice Dean of External Affairs internationally, with an appreciation of the School's commitment to regions. The Senior Director will work closely with development and communications colleagues at Wharton to tailor messages and prioritize need for international audiences. This person manages three frontline fundraisers and an administrative staff member, as well as the Wharton Japan office, which consists of a contract staff member, physical space, and independent budget. Further, as a senior member of the External Affairs staff traveling internationally, they will represent alumni relations as needed and appropriate, as well as other Wharton divisions including Executive Education and the Wharton Graduate Division.

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Under the leadership of Vice Dean for External Affairs Sam Lundquist and Sr. Executive Director of Development Alison Matejczyk, a culture of shared responsibility and cross-departmental/team collaboration has spread throughout the External Affairs Division at Wharton. Intentional investments have been made in donor and alumni relations, marketing communications, prospect analytics, principal and annual giving to promote an integrated and value-based approach to fundraising and engagement. These aligned efforts combined with Dean Geoffrey Garrett's bold vision and new strategic priorities are creating new pathways for capturing the attention of new potential donors and inspiring greater levels of commitment at the principal and transformational gift levels.

Wharton is a truly global community, with opportunities for research, international study and alumni engagement across the globe. Unlike many academic institutions in which international fundraising and engagement is fledging, Wharton's robust international touchpoints have been developed over the past 25 years with fundraising engagement opportunities at many levels, from parents to alumni to corporate

with diverse points of engagement including research, centers, forums and partnerships. International fundraising is a high visibility area for Wharton in which Dean Garrett, the Vice Dean of External Affairs, renown faculty and global alumni have keen interest. Of Wharton's eight advisory groups, three of them include international volunteer leadership for Asia, Latin America and EMEA (Europe, Middle East, and Africa).

Wharton's international activities build upon Penn's unique cross-disciplinary culture and lends itself to university wide priorities that dovetail with Penn's \$4.1 billion comprehensive fundraising and engagement campaign.

The next Senior Director of International Relations at The Wharton School will bring demonstrated fundraising success, inspiring management experience, and the drive for continuous team and personal professional improvement. Most critically, however, they will bring a passion for the people, programs, and impact that Wharton School seeks to create in an increasingly interconnected and complex world.

Responsibilities

Fundraising

- Engage and develop relationships with prospects, with a goal of managing a pool of 200 major/principal gift prospects, with special emphasis on those capable of gifts of more than \$250,000 in Asia.
- Propose and implement cultivation activities, solicitations, and reporting and stewardship plans.
- Stay well-informed about international development constituencies, School and university-wide activities, Penn Alumni, other appropriate units; collaborate, coordinate, counsel as appropriate.
- Oversee strategy for three international boards: Asia, Latin America, and Europe/Middle East/Africa. Serve as the main development liaison for Wharton Asia Advisory Board.
- Understand incentives or disincentives, i.e., tax laws, which affect charitable giving in key international markets.
- Help develop appropriate gift opportunities in line with School priorities that resonate with international prospects.

Management

- Supervise a team of gift officers and administrative staff.
- Establish objectives, including core fundraising and visit goals, and monitor staff performance.
- Mentoring and developing staff is a priority.

Cross-Unit and Staff Collaboration

- Work closely with the Wharton international development team and when appropriate, central international development staff, to ensure appropriate solicitations are made of international alumni and friends for Wharton priorities.
- Coordinate campus visits by international alumni, parents, and other prospects.
- Staff academic leadership on international and institutional trips, as appropriate.
- Build strong personal and professional relationships with colleagues, faculty, academic leadership, alumni, and friends throughout the university community, and serve as a resource, advocate, and spokesperson for development programs at Wharton and the University of Pennsylvania.

Attributes of the Ideal Candidate

- 7-10 years of successful experience in development or external role in an international academic or nonprofit environment required.
- Bachelor's degree required; advanced degree is preferred.
- Ability to function with a high degree of independence with an assigned group of prospects yet interact collaboratively with colleagues in centralized framework of fundraising, participating in and contributing to total team effort.
- Entrepreneurial inclination and capacity for success within intensely goal-oriented and collaborative environment.
- Perform as a senior administrator of the School with the ability to respectfully and adeptly communicate, interact, and facilitate conversations with high-level prospects and donors in cross-cultural settings; fluency in a second language is desirable, but not required.
- Comfort with diversity in all forms, with different cultural values and norms; understanding of international issues that affect American higher education.
- Excellent listening skills and the ability to understand individual, institutional, and cultural nuances and respond creatively.
- Understanding of and appreciation for all constituent elements of a high-functioning development department such as Wharton, especially the critical role major giving plays to drive annual giving success and stewardship of principal giving, and experience with planned giving.
- Strong interest in and commitment to the work of The Wharton School.
- Sense of humor, optimistic outlook, resiliency.
- Excellent planning, organizational skills; able to manage multiple issues and projects simultaneously and creatively, thoroughly and confidentially; work independently and under pressure; be comfortable with ambiguity.
- The ability to travel extensively is required, both internationally and domestically, and without regard for U.S. national holidays; must hold a valid passport from country of citizenship.
- Familiarity with database manipulation and other computer software, preferably Microsoft Office.
- Strong desire to effect change for a global community that reaches beyond Wharton's physical campuses.

How to Apply

The Wharton School has retained Talent Citizen to assist in this recruitment. President Tracy Welsh and Vice President Adele Mezher are leading this search. Please submit your resume and a cover letter outlining your interest, the reasons why you are best suited for the position and would be a great addition to the External Affairs team, and where you learned of the position. Applications should be sent to: wharton-intl@talentcitizen.com.

Penn adheres to a policy that prohibits discrimination on the basis of race, color, sex, sexual orientation, gender identity, religion, creed, national or ethnic origin, citizenship status, age, disability, veteran status, or any other legally protected class.

The Wharton School

In 1881, American entrepreneur and industrialist Joseph Wharton established the world's first collegiate school of business at the University of Pennsylvania. Wharton's pioneering vision was to produce graduates who would become "pillars of the state, whether in private or in public life." The Wharton School maintains a long tradition of educating visionary business leaders in academia, business, government, and not-for-profit organizations. Today, Wharton has expanded the scope of this vision to become the most comprehensive source of business knowledge in the world, with over 225 faculty members, 95,000 alumni, 5,000 students across 10 academic departments, 20 research centers, and more than 9,000 executive education participants annually. In 2017, The Wharton School was ranked the top graduate business school in the country by *US News & World Report* and third globally by the *Financial Times*.

More facts and information on Wharton can be found at <https://www.wharton.upenn.edu>.

The University of Pennsylvania

The University of Pennsylvania, the largest private employer in Philadelphia, is a world-renowned leader in education, research, and innovation. This historic, Ivy League school consistently ranks among the top 10 universities in the annual U.S. News & World Report survey. Penn has 12 highly-regarded schools that provide opportunities for undergraduate, graduate and continuing education, all influenced by Penn's distinctive interdisciplinary approach to scholarship and learning.

Penn offers a unique working environment within the city of Philadelphia. The University is situated on a beautiful urban campus, with easy access to a range of educational, cultural, and recreational activities. With its historical significance and landmarks, lively cultural offerings, and wide variety of atmospheres, Philadelphia is the perfect place to call home for work and play.

The University offers a competitive benefits package that includes excellent healthcare and tuition benefits for employees and their families, generous retirement benefits, a wide variety of professional development opportunities, supportive work and family benefits, a wealth of health and wellness programs and resources, and much more.