



**HARVARD  
BUSINESS SCHOOL**



## **Managing Director of Major Giving**

*Boston, Massachusetts*

Harvard Business School seeks a highly accomplished, collaborative Managing Director of Major Giving to bring dynamic leadership, strategic focus, keen management and motivational guidance to the School's major gifts fundraising and donor engagement efforts. This is the opportune moment for a seasoned, astute fundraising executive to tap into the full potential of HBS' fundraising, marketing and engagement assets – helping to create and promote opportunities to increase donor support, deepen alumni engagement and advance internal performance for one of the world's consistently top-rated business schools.

Completing a five-year, \$1.4B campaign in June of 2018, HBS has tremendous fundraising momentum, and an increase in Major Giving - approximately doubling of the pace of campaign activity - will be critical to maintaining this trajectory. There is ample opportunity for success: more than 5,000 alumni are believed to have the capacity to make a multi-year commitment of between \$1M and \$24.9M and Dean Nitin Nohria is widely acknowledged for his vision and leadership, amplifying the case in support of Harvard Business School.

The Managing Director of Major Giving is charged with maximizing philanthropic support of Harvard Business School (HBS) with a specific focus on individuals believed to have philanthropic capacity between \$1M and \$24.9M. Reporting to the Managing Director of Development and managing a team of ten or more frontline fundraisers, the Managing Director is a senior leader within Development and the broader External Relations organization.

A sophisticated strategist who brings fresh perspective to the work of the major giving team, the Managing Director will streamline prospect prioritization and management, develop strategies and open new pathways to broaden and deepen donor cultivation and stewardship, and identify opportunities for collaboration with other Development and External Relations teams. A critical part of this work for the Managing Director will be recognizing that success will not be achieved in a vacuum and will require thinking about how work is shared, supported from different units, and, importantly, how success is defined and celebrated.

Harnessing this energy and leveraging HBS' impressive donor and alumni bases will require bold leadership, teamwork, and citizenship. In the spirit of Harvard Business School, the External Relations team has recently engaged in a self-assessment, respecting their past success while acknowledging areas for investment and improvement. Notably, HBS has a strong tradition of reunion fundraising, regularly raising milestone-driven, transactional gifts at the six and seven-figure levels. A charge for the new Managing Director will be to capitalize on this strong tradition while also transitioning the culture to one where thoughtful qualification and cultivation of prospective donors, based on their timeline and articulated philanthropic goals, will become the norm. Equally important in moving HBS' culture forward, the Managing Director will promote collaboration and the co-creation of donor strategies across Major Giving, Annual Giving, Principal Giving, and International Giving.

The ideal candidate is expected to have at least 12 years of experience with a proven record of cultivating, stewarding, and soliciting seven- and eight-figure gifts and developing successful major gift operations. Previous experience working in a complex organization, preferably higher education, is highly desired, as is the maturity and acumen to successfully navigate and collaborate within organizations with ambitious goals. The successful candidate will have elevated the performance of a frontline team, with a particular eye toward professional development and coaching. Excellent organizational and interpersonal skills are necessary, including the curiosity and emotional intelligence to bring new ideas that contribute to the broader HBS mission while maintaining focus

on moving plans forward. Stellar verbal and written communication skills are required and the ability to interact with all types of people, especially high net-worth individuals, is essential. The Managing Director must have a balanced approach to their work, recognizing the need to work independently and set targets and goals for the Major Giving team based on School priorities while respecting the incalculable “art” of fundraising. They should also have the presence, cultural sensitivity, and communication skills necessary to be an effective representative of HBS and the broader Harvard community.

A bachelor’s degree and demonstrated success in complex, dynamic organizations is required. An advanced degree is preferred.

## **HARVARD BUSINESS SCHOOL**

Founded in 1908, Harvard Business School launched the world’s first MBA program with a faculty of 15 and 33 regular students. Today, HBS houses 230 full-time faculty and almost 1900 MBA students, with 86,000 alumni across the 173 countries. To date, more than 11,000 senior executives representing 141 countries have transformed their leadership and company performance through HBS’ Executive Education offerings. Renowned for its research, alumni success, and thought leadership, Harvard Business School is regularly at the top of global graduate business school rankings. A Boston institution with reach across the world, HBS operates research offices and centers in Silicon Valley, Hong Kong, Shanghai, Singapore, Tokyo, Buenos Aires, Mexico City, São Paulo, Paris, Mumbai, Dubai, Istanbul, Tel Aviv, and Johannesburg.

Harvard Business School’s unparalleled alumni network mirrors that global reach, with a third of MBA alumni living outside the US. Graduates are leaders in an exceptionally broad range of organizations, serving a wide spectrum of industries. The numerous alumni clubs and associations provide a wide range of professional, educational, and social programs within their communities, reinforcing the HBS mission “to educate leaders who make a difference in the world.”

### **Dean Nitin Nohria**

Nitin Nohria became the tenth dean of Harvard Business School on 1 July 2010. He previously served as co-chair of the Leadership Initiative, Senior Associate Dean of Faculty Development, and Head of the Organizational Behavior unit. His intellectual interests center on human motivation, leadership, corporate transformation and accountability, and sustainable economic and human performance.

In addition to his academic and administrative success at HBS, Dean Nohria is an accomplished and energetic fundraiser, providing both strategic vision for the school and enduring support for student success, faculty research, and alumni engagement. He serves as chair of the land company charged with planning and developing Harvard’s University Enterprise Research Campus in Allston, an intrepid investment in the physical and community expansion of Harvard “across the river.”

More can be found here: [www.hbs.edu](http://www.hbs.edu)

## **MANAGING DIRECTOR OF MAJOR GIVING**

At such an exciting time at Harvard Business School and the broader Harvard universe, it will be imperative for the Major Giving team to advance its performance to the highest possible level. Collaborating with leaders across Development and External Relations, the Managing Director will devise and deploy new development strategies,

make investments in talent management and development, build ever-closer relationships with donors, and design appropriate measures of goals, milestones, and success. The Managing Director will be responsible for:

### **Strategy Development and Planning**

The Managing Director will work closely with the Executive Director of External Relations, Managing Director of Development, Dean Nohria, and HBS leadership to identify prominent and emergent priorities for the School, serving as a champion for those priorities and ensuring that support for them is top of mind for the Major Giving team. The Managing Director will support the organic as well as strategic collaboration between individual giving officers and those in other development units, identifying short- and long-term goals and developing plans to reach them.

### **Management and Leadership**

The Managing Director will be expected to develop a rigorous approach to prospect strategy development and prospect status review, the latter working in partnership with colleagues in Development Information Strategies and Prospect Management. The Managing Director will also develop a shared set of performance criteria for all frontline Major Giving officers and to socialize those not only with their own staff, but with the broader External Relations organization. While success may be defined differently depending upon an officer's length of tenure and/or time with their specific prospect portfolio, these measures will become a visible signal of the organization's high performance to both internal and external stakeholders.

### **Fundraising**

In addition to managing Major Giving officers and providing mentorship to junior officers/leaders to ensure team fundraising success, the Managing Director will also be responsible for a portfolio of prospects at the higher end of the Major Giving range (\$1M-\$24.9M). They will also play a key role in stewarding HBS resources to ensure maximum philanthropy, including collaborating closely with the Principal Giving team. The Managing Director will stay apprised of fundraising best practices and be responsible for ensuring that ongoing professional development, for the team as a whole and for individual fundraisers, is an ongoing priority.

### **Culture**

As in any change moment, it will be vital for the new Managing Director to work effectively with everyone across External Relations, HBS, and Harvard University. In addition to collaborating regularly with colleagues within HBS, the Managing Director will be expected to - in the spirit of One Harvard - represent the School and its interests with colleagues from across Harvard University.

## **QUALIFICATIONS**

- 12 years of professional development experience, with demonstrated fundraising success at the major gift level (seven- and eight-figure level), with a minimum of 6-7 years in a management role.
- Bachelor's degree required; advanced degree preferred.
- Possess a supportive and accessible management style, the ability to lead and motivate a diverse staff and to encourage change and growth in both people and programs, and a strong commitment to personal and professional development.
- Ability to respectfully and adeptly communicate, interact, and facilitate conversations with high-level prospects and donors, especially those working in the private sector.
- Possess the ability to think strategically and creatively, critical thinking and analysis skills, and the ability to transform new ideas into executable and successful programs.
- A strong interest in and commitment to the work of Harvard Business School.

- Excellent verbal and interpersonal communications and writing skills critical for communicating with a broad and diverse audience, including internal leadership and external high-level donors.

**How to Apply**

Harvard Business School has retained Talent Citizen to assist in this recruitment. President Tracy D. Welsh, Senior Associate Eva Kotilinek, and Associate Connor Daley 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 Relations team, and where you learned of the position. Nominations and application materials should be sent directly to [hbs-mdmg@talentcitizen.com](mailto:hbs-mdmg@talentcitizen.com).