Director of Alumni and Parent Relations
Drew University
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Sean O’Connor
SENIOR VICE PRESIDENT
Development Guild DDI
917-539-7063
soconnor@developmentguild.com

developmentguild.com
BOSTON | NEW YORK
About Drew University

Drew University was founded in 1867 by the Methodist Episcopal Church as its first national seminary, the forerunner of today’s Drew Theological School. In 1928, a gift led to the addition of the College of Liberal Arts, which began as a small college for men, became co-educational during the 1940s, and grew significantly in the 1960s. The Caspersen School of Graduate Studies, which is devoted to advanced study in the humanities and their practical application, followed in 1955. This distinctive cluster of schools — a classic liberal arts college, a theology school with ecumenical and social justice concerns, and a humanities-centered graduate school — currently enrolls 2,151 students, with 1,514 matriculating in the College of Liberal Arts, 345 in the Theological School, and 292 in the Caspersen School of Graduate Studies. The University employs 266 faculty members (of whom 155 are full-time, including nine Library faculty), as well as 351 administrators and staff.

Drew is located in picturesque Madison, New Jersey, a community of 16,000 about 30 miles west of Manhattan, with excellent public schools and regular commuter train service to both New York and Newark. Drew’s campus – known as “The Forest” because of its mature oaks – is one of the finest examples of urban forest extant on the east coast. It is a pleasant walk from the center of Madison. The University is home to the widely-esteemed Shakespeare Theatre of New Jersey, an independent professional theatre, and to the New Jersey Governor’s School in the Sciences, which brings the state’s top high school students to campus each summer to study with our science and math faculty. Drew is also surrounded by one of the largest concentrations of corporate headquarters and research centers in the country; its location not only provides enviable opportunities for student internships and post-graduate employment but also has contributed to the creation of unique curricular and co-curricular initiatives such as the Charles A. Dana Research Institute for Scientists Emeriti (RISE), which, since 1980, has paired undergraduates and retired industrial scientists in advanced research projects. (RISE’s impressive roster of senior fellows includes the 2015 Nobel Laureate in Medicine, Dr. William Campbell, who came to Drew in 1990.) Other particularly noteworthy programs include the Drew Summer Science Institute, the Center for Civic Engagement, the Center on Religion, Culture & Conflict, the Partnership for Religion and Education in Prisons, and Drew’s four New York City Semesters: the Wall Street Semester, Semester on the United Nations, Semester on Contemporary Art, and Semester on Communications and Media.

Drew is ranked among the top liberal arts institutions nationwide by U.S. News & World Report, Forbes, and Washington Monthly, and is also listed in The Princeton Review’s “Best 379 Colleges” and among its 50 “Colleges That Create Futures.” Drew is noted for the beauty of its 186-acre forested campus, its historic links to the United Methodist Church, its proximity to the intellectual and cultural resources of New York City, and especially for the outstanding quality of its academic programs, the hallmarks of which include: a strong emphasis on exceptional faculty mentorship; a commitment to connecting the campus with the community; and a focus on experiential or hands-on learning. The University is fully accredited by the Middle States Association, and the Theological School by the Association of Theological Schools. In 1980 Drew was granted a chapter of Phi Beta Kappa, a distinction granted to only three other universities (Rutgers, Princeton, and The College of New Jersey) among New Jersey’s 65 institutions of post-secondary education.

More information on Drew University may be found at its Web site: www.drew.edu.

The Academic Programs

With more than 1,500 students and 179 faculty members (121 of whom are full-time), Drew’s College of Liberal Arts (CLA) is today the largest unit within the University. The CLA offers 30 undergraduate majors in all of the traditional liberal arts and science disciplines as well as minors in an additional 21 areas of study, most of them interdisciplinary. It also boasts an extensive study-abroad program and an excellent record of preparing students for success after graduation. For the past three graduating classes, an average of 94 percent were either employed or in graduate school within six months of graduation. In the last five years, CLA students have won Fulbright, Goldwater, and U.S. Department of State Critical Language scholarships, as well as National Science Foundation Research, Herbert Scoville Jr. Peace, and DAAD fellowships. Of the undergraduate student population, 76 percent live on campus, 62 percent are women, 22 percent are members of traditionally underrepresented minority groups, and 29 percent...
are first-generation students. The University is a member of the NCAA Division III and offers 18 intercollegiate sports. The 2015-16 tuition is $45,552, required fees are $832, and room and board is $12,672. The University annually provides more than $30 million in need- and merit-based financial aid, with more than two-thirds of this amount used to support CLA students.

Building upon a long tradition of innovation, Drew became the first liberal arts university in the nation to partner with INTO University Partnerships, a global education organization headquartered in the United Kingdom. “INTO New York at Drew” offers international students the opportunity to pursue two years of study in a small, nurturing liberal arts environment and then complete an undergraduate degree of their choice at either Drew or one of several well-known universities in the New York City area. INTO enrollment at Drew has reached a total enrollment of 109 students, with roughly 75-80 percent indicating that they plan on matriculating at Drew once they complete the two-year pathway program.

Among the most distinguished and influential of the denominational seminaries related to the United Methodist Church, Drew Theological School is well-known for its intellectual vitality, theological vision, and creativity. Its mission is to prepare and empower the next generation of ministers, leaders, and teachers to advance justice, peace, and love of God, neighbor, and the earth. The Theological School has a distinguished history, with prominent alumni serving in church and academic leadership positions across the nation and around the world, especially on account of its globally-recognized Ph.D. program in religion. An early embracer of eco-theology, Drew is the host school for the Green Seminary Initiative and a model for creating a faith and thought community grounded in love for God’s earth. The Theological School offers six degree programs: Master of Divinity, Master of Arts in Ministry, Master of Sacred Theology, Master of Arts, Doctor of Ministry, and Doctor of Philosophy. It also participates in the United Methodist Certification programs and provides theological lifelong learning. Tuition varies by degree program, and financial aid is offered in all programs.

Founded in 1955 and endowed in 1999, the Caspersen School of Graduate Studies today offers instruction in five degree-granting programs: Master of Arts in Teaching, a one-year program that leads to provisional dual teaching certification in elementary or secondary education and Teacher of Students with Disabilities; Master of Fine Arts in Poetry, a two-year low-residency program for poets and poet translators, in which students are trained to develop their talent, gain knowledge of poetics, and work side-by-side with well-known poets; Arts and Letters, an interdisciplinary program of study that provides students a thorough grounding in the humanities; Medical Humanities, a program of study that examines the intersection of human experience and the delivery of healthcare and explores what medicine means in relation to the individual and society; and History & Culture, an interdisciplinary program in modern intellectual and cultural history that prepares both master’s- and PhD-level students for both academic and non-academic careers. The Caspersen School also offers certificate in medical humanities, research ethics, and conflict resolution and leadership. All of these degree programs share a common framework of “putting the humanities to work” – of blending advanced study in the humanities with practical experience. Tuition varies by degree program, and financial aid is offered in all programs.

Libraries

The Libraries at Drew consist of the University Library, which houses the collection for all three of the schools, and the United Methodist Archives and History Center. Together, the Libraries hold 625,000 print volumes, 80,000 e-books, 66,000 online journals, 286 databases – all searchable online from a single search box. The University Library is also a depository of federal and state government documents. The latest enhancements of the Library facilities include the Thomas H. Kean Reading Room and the Vivian A. Bull Academic Commons. The Kean Reading Room was completed in 2012 and named in honor of Drew’s tenth President and the Governor of New Jersey from 1982 to1990, Thomas H. Kean. The Academic Commons, created in 2014, brings together into one location in the Library most of the academic support that students and faculty need.

In addition to its collection of materials from Methodist history, Drew is the official archival repository for the United Methodist Church and collects the records from the various denominational agencies. It also has large holdings in Willa Cather, Walt Whitman, Byron, 19th and 20th century cartoon and graphic arts,
the New Jersey governorship of Thomas H. Kean, and theological and religious source materials in liturgy, denominational history, biblical studies, slavery, missions and witchcraft. All collections are open to the Drew community and the general public.

Civic Engagement

Drew’s long history of civic engagement includes the development, in 1962, of the longest-standing United Nations semester program in the country, in addition to a number of other off-campus and international programs, now overseen by the Center for Global Education. Drew’s civic engagement was further institutionalized in 2008 with the creation of the Center for Civic Engagement. The Center’s mission is to foster a wide range of activities – teaching, research and scholarship, workshops, volunteer activities – that benefit communities. To this end, it works to develop sustainable partnerships throughout the New York City metropolitan area. The following year Drew established the Civic Scholars program, which provides scholarship support and a special curriculum of seminars, internships, workshops, and service opportunities for students with an extraordinary commitment to civic engagement. Students who complete the four-year program graduate with Civic Honors. The program currently supports 140 Civic Scholars.

As the result of its long history and its recently intensified efforts, civic engagement has come to pervade all three of Drew’s constituent schools. In recognition of its efforts, Drew was awarded a Community Engagement Classification by the Carnegie Foundation for the Advancement of Teaching in 2015.

The President

On July 21, 2014, MaryAnn Baenninger, a well-respected, energetic academic leader, became the 13th President of Drew. Dr. Baenninger came to Drew from The College of Saint Benedict in Minnesota where she was President for ten years. She is a psychologist by training who led a very successful transformation of Saint Benedict into a nationally recognized liberal arts college. Since coming to Drew, she has made progress on her agenda by raising Drew’s visibility, expanding its cutting-edge programs, enhancing its reputation as a global learning destination, and planning for the future of facilities that enhance learning.

Dr. Baenninger has assembled a senior leadership team committed to making Drew one of the top 50 liberal arts universities in the nation – and with the requisite experience and expertise to make it happen. As an example – and reflecting the strategic importance of enrollment revenue for the University – President Baenninger brought to Drew, in February 2015, Dr. Robert Massa as Senior Vice President for Enrollment Management and Institutional Planning. A veteran with more than 40 years of experience in higher education, Dr. Massa had long and successful tenures at Johns Hopkins, Colgate, Dickinson, and Lafayette and is a nationally-known speaker and blogger on selective college admissions and financial aid issues.

The Community

Drew’s hometown, Madison, New Jersey, has a population of 16,000 and is located less than 30 miles west of midtown Manhattan, with direct rail service to New York City on NJ Transit in less than 50 minutes. In 2015, it was named by both Livability and Newsmax as one of the top 25 American small towns in which to live.

Between the contrasting yet equally invaluable resources of Manhattan and Morris County, New Jersey, Drew’s location provides an incomparable setting in which to study, to learn, and to live. Drew is 20 minutes from the headquarters of the U.S. Equestrian Team and the U.S. Golf Association. Approximately one hour from the University are all the museum, cultural, and other resources of New York City; the Pocono Mountains; the Jersey Shore; the Delaware Water Gap National Recreation Area; and MetLife Stadium, the Prudential Center, and Madison Square Garden.
The University is less than five miles from historic Morristown, New Jersey, the military capital of the American Revolution. Also within five miles of campus are: the Great Swamp National Wildlife Refuge; the Morris Museum and the Mayo Center for the Performing Arts; Morristown National Historic Park at Jockey Hollow; and Washington’s Revolutionary War headquarters.

Madison today has a wide range of housing types. In addition to Drew, the area is home to the Madison-Florham Park campus of Fairleigh Dickinson University and the College of St. Elizabeth. The citizens of Madison benefit from a top-rated public school system, which maintains relatively small class sizes and a broad curriculum. There are three elementary schools, one junior high school, and one high school. The high school is also attended by students from nearby Harding Township. In addition, St. Vincent Martyr Church operates a parochial elementary school in Madison. There are also several top-rated private secondary schools nearby.

Madison is the home of the Playwright’s Theater of New Jersey, the Museum of Early Trades and Crafts, and the Adult School of Chatham, Madison, and Florham Park, in addition to the Dorothy Young Center for the Arts and the Shakespeare Theatre of New Jersey, both of which are on the Drew campus. Built in 2003 and named for the largest donor in Drew’s history, the Dorothy Young Center houses one of the most acoustically-sophisticated university-based concert halls in the nation, which has served as the venue for a variety of high-profile concerts and performances since it opened. The Chamber Music Society of Lincoln Center has been in residence at Drew for ten years and offers at least three concerts each year.

Madison’s downtown is a thriving central business district. The Madison Civic Commercial Historic District, which includes much of “downtown” as well as Borough Hall and the train station, is on the State Register of Historic Places. In recent years Madison has become noted for the number and quality of its restaurants. In addition, the corporate headquarters of Quest Diagnostics and Realogy are located in Madison, and both Pfizer and Atlantic Mutual Insurance Companies maintain a significant corporate presence in the borough.

The Students

Drew’s students are a remarkable reflection of the University’s priorities. They expect a great deal from their education and the faculty who teach them. Drew’s 10:1 faculty/student ratio and small class sizes foster close relationships and collaboration between students and faculty. Drew students also make the most of the urban and international opportunities Drew affords them. Eighty-three percent hold passports; 44 percent are bilingual; and 67 percent describe themselves as “news junkies.” The Library provides all students with a digital subscription to The New York Times.

In addition to the off-campus opportunities, Drew affords students a very rich campus life. Seventy-six percent of undergraduate students live on campus. They participate in a wide range of academic and special-interest clubs and associations available to them. Drew also sponsors an NCAA Division III athletic program which competes in the Landmark Conference and supports competition in baseball, basketball, cross country, fencing, equestrian, field hockey, lacrosse, soccer, softball, swimming and diving and tennis. Men’s and women’s golf teams are slated to be added for academic year 2017-18. Drew also offers students the opportunity to participate in multiple a cappella and instrumental music ensembles, a weekly campus newspaper, a literary magazine, and many cultural, religious, political, and academic clubs and organizations.

Finances and Facilities

Undergraduate tuition and required fees are $46,384 while room and board is $12,672, for a total price of $59,056. Ninety-nine percent of new first-year students receive institutional aid. The University has an endowment of $215 million (June 30, 2015) and debt of $67 million.

The University maintains 1.23 million gross square feet of space and 186 acres of land on its beautiful campus. Over the next four years, the University will devote $10 million to deferred maintenance and
modernization projects and is doing specific facility improvements targeted to improve the student experience. Currently underway is a complete renovation of the dining hall, which is being largely financed by Aramark, the food service vendor, while the Hall of Sciences has recently undergone an $8 million expansion and renovation funded by gifts and grants.

**About Philanthropy at Drew University**

Drew University’s Office of University Advancement performs three interrelated responsibilities for the University:

- Engage various constituent groups (alumni, parents, faculty, students, corporations and foundations) in the mission and work of the University;
- Promote sustainable relationships between and among the University and the constituent groups; and
- Secure their support, philanthropic and otherwise, for Drew’s various needs and priorities.

There are currently 25 staff members in the Advancement office, led Dr. Kenneth Alexo, Jr., who has served at Drew for 15 years, the last three as Vice President for University Advancement. The average tenure of an Advancement staff member level is six years. The annual budget for the Advancement office is approximately $3.3 million.

Drew’s $80 million campaign, *One and All: The Campaign for Drew*, is expected to close in June of 2016. The campaign has funded scholarships, internships, endowment, and capital improvements to Drew’s University Center (now named the Ehinger Center) and its main science facility. The campaign has received eleven seven-figure gifts.

Overall philanthropic commitments in 2015 exceeded $12.5 million, with $2.1 million in annual fund (directly budget-relieving) gifts. The undergraduate alumni participation rate was 26 percent, placing Drew in the top quartile of its peer and aspirant group of national liberal arts universities.

**About the Position**

Drew University, one of the nation’s leading liberal arts universities located in the New York City suburb of Madison, New Jersey, invites applications for the position of Director of Alumni & Parent Relations.

The Director of Alumni & Parent Relations is responsible for planning, implementing, and managing programs and activities that strategically engage alumni and parents in the mission and work of the University. He or she is expected to secure commitments from alumni and parents to provide professional expertise and volunteer service; to collaborate with faculty and staff in key administrative offices such as Admissions, Communications, and Campus Life and Student Affairs; to create and maintain new pathways for alumni and parent participation that advance the goals of the University; to partner with colleagues in the University Advancement office to identify, cultivate, solicit, and steward alumni and parent giving; and to oversee the alumni leadership boards of Drew’s College of Liberal Arts and Caspersen School of Graduate Studies.

The Director of Alumni & Parent Relations reports to the Vice President for University Advancement and is a senior member of the Advancement team. He or she will have regular contact with trustees, the President, other senior administrators, faculty, staff, current students, alumni leadership, parent volunteers, and other external constituents.

In conjunction with other key leaders and stakeholders, he or she will build a program based on best practices and utilize a market-informed approach to alumni and parent relations.
Key Responsibilities

- Plan, direct, and execute programs and initiatives (e.g., reunions, special events, regional alumni events, student-alumni relations, alumni in admissions programs, career networking initiatives, etc.) that help the University meet its key alumni and parent engagement goals.
- Initiate, coordinate, and manage the activities of the College Alumni Association, the Caspersen School of Graduate Studies Alumni Council, and other volunteer leaders (e.g., those involved in class reunions and affinity groups).
- Foster positive relationships with alumni and parents by initiating events that provide education opportunities and social interaction between and among alumni, parents, students, and the University.
- Collaborate with Advancement colleagues to support the identification and engagement of prospective Drew Society (leadership annual fund) and major gift donors.
- Provide leadership to the Advancement team on all aspects of alumni and parent engagement.
- Work with academic departments and administrative offices to organize and deploy volunteers to advance the University’s mission and goals.
- Monitor and evaluate program effectiveness and make recommendations for continued development and improvement.
- Perform comprehensive data analysis related to all aspects of programs and activities targeting alumni and parents, with a view to evaluating current programs and making recommendations for program changes.
- Collaborate with the Communications office to ensure that brand attributes and messaging are incorporated into alumni and parent relations marketing and materials.
- Supervise and mentor a professional and support staff of four individuals.
- Perform other duties as assigned by the Vice President for University Advancement.

Key Qualifications

- A bachelor's degree required; advanced degree preferred.
- A minimum of five years of progressively responsible experience in the advancement field, preferably in a higher education setting, including a strong documented record of planning and implementing alumni and parent engagement activities.
- Demonstrated knowledge of the theories, principles, and practices of constituent relations and fundraising for higher education.
- Track record of motivating, developing, and mentoring professional and support staff.
- Demonstrated ability to design, implement, and evaluate a comprehensive program for alumni and parent engagement, establishing goals and objectives that translate into annual operating plans and appropriate staff assignments.
- Experience with strategic and annual planning, project management, and process improvement efforts is essential.
- Analytic and data mining skills are preferred, including an understanding of new media marketing.

To enrich education through diversity, Drew University is an AA/EOE. In accordance with Department of Homeland Security regulations, successful candidate must be authorized to work in the United States. This position is subject to a background check.

Please email your cover letter and resume in confidence to:
DrewAlumni@developmentguild.com

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For more information about Drew University, please visit www.drew.edu
About Development Guild DDI

Development Guild DDI is a national management consulting firm partnering with leading nonprofits to deliver the strategy, talent, and philanthropic resources that impact organizations and mission delivery. We focus our work across the nonprofit sector, particularly in the fields of education, health & science, the arts, and social justice.

More than 500 clients have shaped the regional, national, and global reach of our extensive relationships, knowledge, and results. Leveraging our work with nonprofit governance and leadership development, we deliver service in two areas: fundraising and executive search.