Position Profile

Cleveland Institute of Art
Vice President, Institutional Advancement
August 2013

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Organization Information

The Cleveland Institute of Art is a nationally recognized four-year accredited college of art and design. An educational cornerstone in Cleveland since 1882, The Cleveland Institute of Art (CIA) is an independent college of art and design committed to leadership and vision in all forms of visual arts education.

With its mission “to nurture the intellectual, artistic and professional development of students and community members through rigorous visual arts and design education”, the Cleveland Institute of Art attracts students who are serious about becoming professional artists and designers and who seek a school with an atmosphere that is both intellectually stimulating and artistically challenging. The Institute’s goals of providing a superior education are consistent with its accrediting agencies and professional memberships. Considered to be one of the top ten professional colleges of art and design in the country, the Cleveland Institute of Art is accredited by North Central Association of Colleges and Schools and the National Association of Schools of Art and Design.

CIA continues to win widespread acclaim for the quality of their programs and achievements of their alumni. Groundbreaking artwork from the graduates and faculty can be found in the permanent collections of prestigious museums such as the Metropolitan Museum of Art, the National Gallery, and the Victoria and Albert Museum, while the Institute’s design alumni are sought-after innovators at Fortune 500 companies including P&G, Ford, GM, Nissan, Motorola, Hasbro, and Electronic Arts.

The Cleveland Institute of Art is an exceptional college experience in many ways. Its unique features have benefits that make graduates competitive as gallery artists, product and transportation designers, graphic designers, photographers, contemporary craftsmen, and educators. CIA’s academic program provides a rich educational experience that crosses disciplines, encourages exploration, develops practical business skills, and promotes critical thinking as essential to creative endeavors. With fifteen diverse majors encompassing design, visual arts, craft, and integrated media, students are encouraged to explore their vision and develop their skills through an interdisciplinary curriculum.

The Institute’s academic structure and integrity allow for unusual success in realizing its goals. CIA’s highly engaged faculty consists of exhibiting artists, scholars, and award-winning designers who have made significant contributions to knowledge or practice in their fields, receiving national recognition for their art and scholarship. The Institute has about 50 full-time and 50 adjunct faculty members.

With an enrollment of more than 520 students, the Institute is a small artistic community. 80% of classes have less than 20 students; student-to-faculty ratio is 9:1 which facilitates a master/apprentice teaching model; student-to-computer ratio is 6:1 providing exceptional access to the latest technology; and the Institute’s location offers visual and educational resources from world renowned organizations like the Cleveland Museum of Art, Case Western Reserve University and over a dozen other museums, galleries, performing arts’ organizations and colleges.

This is an ideal time to join the Cleveland Institute of Art. The successful capital campaign has resulted in the complete renovation and expansion of the Joseph McCullough Center for the Visual Arts. Ground has been broken on a new building that will be constructed adjacent to and interconnected with the McCullough Center and will complete the vision for a unified campus.

For additional information, visit: http://www.cia.edu
Position

The Cleveland Institute of Art seeks a **Vice President of Institutional Advancement** to serve as the organization’s chief advancement officer. Reporting to the President, the Vice President of Institutional Advancement will, in conjunction with the President, plan the overall strategy for advancement including grant development, annual and capital campaigns, endowment management and solicitation of major and planned gifts.

The Vice President of Institutional Advancement will establish and implement the advancement strategy in support of the college’s mission. He/she will provide leadership for advancement, development and planning overseeing a staff of seven (7) whose direct reports include: the Director of Annual Giving and Alumni Relations; the Director of Major Gifts and Planned Giving, and the Director of Corporate, Foundation and Government Relations. Additional staff include the Assistant Director of Annual Giving and Alumni Relations; a Senior Development Writer; an Events Manager and a Database Administrator.

Key responsibilities of the Vice President of Institutional Advancement include:

- Serving as liaison from the office of Institutional Advancement to the Board of Directors and to appropriate board committees and working with the president to gain more positive exposure for the school with potential donors.
- Managing the administration of the Institutional Advancement division including management of departmental budget and supervising the Directors of Annual Giving & Alumni Relations; Corporate, Foundation & Government Relations, and Major Gifts & Planned Giving.
- Representing the Institute at various community events and fund-raising activities, and overseeing the planning and execution of large-scale development events held by the Institute.
- Representing the Institutional Advancement division at cabinet meetings and at various other meetings, both internal and external to the Institute.
- Providing timely and accurate revenue information that is used to support financial decision-making by the Institute.
- Travel, when necessary, to attend off-site events and the ability to work flexible hours and attend numerous offsite events.

**Why this is a great opportunity**

This is an exciting time in the growth and development of the Cleveland Institute of Art, University Circle and the Cleveland/NE Ohio area in general. The community has been excited about the institution’s relatively new and dynamic president, and the college is growing both in physical infrastructure and student enrollments. The institution continues to attract world-class faculty who have deep and abiding connections to organizations who recruit and hire CIA graduates. The incoming VP will inherit a staff of experienced and seasoned advancement professionals who have an historical understanding of the CIA’s past and a vision for its future.
Candidate Qualifications and Characteristics

The selected Vice President of Institutional Advancement will be an experienced development professional with a minimum of eight to ten years of experience managing development and advancement initiatives, including managing staff, within the not for profit, academic or foundation areas. Significant knowledge of fund raising with particular knowledge and working experience with the regional players, as well as the national environment, and success meeting and exceeding campaign goals, is required. Knowledge of local networking and funding sources and familiarity with major local foundations, corporations and community organizations is considered a plus.

Additional qualifications of the Vice President of Institutional Advancement include:

- A strong understanding and commitment to the vision/mission of the Institute.
- Expertise in strategic and operational planning for advancement, fund raising and development.
- Proficiency and experience in planning and executing successful major capital campaigns.
- Knowledge of government (I.R.S.) regulations regarding the definition and treatment of gifts.
- Understanding of marketing and public relations and how it impacts the advancement efforts.
- Knowledge of financial principles and computer-based development tracking programs.
- Experience with developing and enhancing alumni giving programs.

As the leader of the Institute’s primary fund raising and advancement function, the Vice President of Institutional Advancement will interact with and influence individuals at all levels within the college and the community. The selected candidate will be required to interact with senior leaders across multiple industries and segments. Examples of the relationships the Vice President, Institutional Advancement must nurture and develop include but are not limited to:

- President’s Cabinet of Institute Vice Presidents & Executive Directors
- Faculty and Office of Academic Affairs
- The Board of Trustee Committees
- External Foundations
- Corporate Gift Officers
- Government Officials
- Representing CIA at appropriate professional meetings and associations

Key leadership characteristics and competencies being sought for the position of Vice President of Institutional Advancement include:

- Collaborative and inclusive leadership
- High energy and a passion for the organization and its mission
- A visionary who is creative and thinks outside the box to traditional giving
- Strong interpersonal and business management skills
- Active listening skills
- Strong written and verbal communication skills
- Strategic planning capabilities and analytical skills
- Ability to set and achieve short and long-term financial goals
President and CEO – Grafton J. Nunes

Grafton J. Nunes became the tenth president of The Cleveland Institute of Art on July 1, 2010. Nunes came to CIA from Emerson College in Boston. As founding Dean of the School of the Arts at Emerson, Nunes established what has become the larger of Emerson’s two schools. Over the last 12 years the school has grown to national prominence, with 3,000 students taught by 111 full-time and 150 part-time faculty members. During his tenure there, his fundraising garnered significant contributions to artists in residence, student scholarships, master teachers and new state-of-the-art facilities in theater, film, television, audio, and photography.

Prior to his time at Emerson, Nunes served for 22 years at Columbia University in positions of increasing responsibility, concluding his tenure there by serving as associate dean of Columbia’s School of the Arts. At both Emerson and Columbia, Nunes was centrally involved in the development, implementation, and fundraising for extensive capital projects including a $77 million complex of theaters, residence halls, and classrooms at Emerson.

Nunes is a graduate of Columbia University with an MFA in film history, theory, and criticism, and an M.Phil. in theater history and film studies. At the College of the Holy Cross he received his BA in English and religion. In addition to his work in higher education, Nunes has had an active career as a film writer and producer, including his production of the film *The Loveless*, directed by the 2010 Oscar winner for Best Director, Kathryn Bigelow.

About Cleveland, Ohio and University Circle

The Cleveland Institute of Art is located in “University Circle,” a park-like district on the eastern edge of Cleveland, Ohio containing a remarkable range of cultural, educational, and medical institutions. University Circle was recently chosen by Forbes Magazine as one of the prettiest neighborhoods in America.

University Circle is a world-class center of innovation in health care, education, and arts & culture. A growing community in the Cleveland region, University Circle is rapidly becoming one of the world's premier urban districts. University Circle is a dynamic zone of activity with more than 50 organizations in the Circle: 15 cultural organizations, 4 medical centers, 7 health and social services organizations, 8 educational institutions, 10 religious organizations representing 9 denominations, 5 senior living centers, 3 world-class hotels and over 20 restaurants including a section called “Little Italy” featuring fine restaurants, bake shops and various items of interest. The Cleveland Institute of Art anchors the eastern edge of the $150-million-plus Uptown Development Project that includes apartments, retail, restaurants, which is anchored to the west by the new home of the Cleveland Museum of Contemporary Art.
The city of Cleveland is located on the shores of Lake Erie. Offering unsurpassed educational and world-class medical facilities such as the Cleveland Clinic and University Hospital Health System, Cleveland is home to some of the most well-known and prestigious performing, art, and historical institutions in the world including the Cleveland Orchestra, the Cleveland Museum of Art, the Rock and Roll Hall of Fame and Museum and the nearby National Inventors Hall of Fame. Cleveland's theater district is the second largest performing arts center in the country. Nearby colleges and universities include Case Western Reserve University, Cleveland State University, John Carroll University, Cleveland Institute of Music, Baldwin Wallace College, Oberlin College, Kent State University, The University of Akron and more.

Recreational activities available in greater Cleveland include 3 professional sports teams, water sports such as boating and fishing and access to an extensive array of scenic parks including the Cleveland Metroparks (known as the Emerald Necklace) and the Cuyahoga Valley National Park, all situated within a few miles of beautiful Lake Erie.

Residents of Cleveland and its northeast Ohio surrounds comprise a diverse population with rich traditions and a colorful cultural heritage and history. Residents also enjoy affordable housing, easily accessible roads and transportation services, and an unparalleled quality of life at a cost-of-living well below that of other major metropolitan areas across the country.

For further info see: http://www.universitycircle.org/content/about_university_circle.asp and http://www.cleveland.oh.us/

**Inquiries and Additional Information**

For additional information about this opportunity, contact:

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