

# Leaders

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## OPPORTUNITY PROFILE

**AVP, Advancement**

**Location: Any SaskPolytech Campus**



Support our  
campaign for the  
new **Joseph A.  
Remai Saskatoon  
Campus**



## The Organization

<https://saskpolytech.ca/>

Saskatchewan Polytechnic is the province's only polytechnic and the primary institution for post-secondary applied education and research. Proudly sharing land located in the homeland of the Metis people and on Treaty 4 and Treaty 6 Territory, we serve more than 26,000 students through campuses located in Moose Jaw, Prince Albert, Regina, and Saskatoon. Saskatchewan Polytechnic offers more than 150 certificate, diploma, and degree programs, including two collaborative baccalaureate degree programs and a collaborative master's degree program, basic education and academic upgrading, credit and non-credit extension courses, apprenticeship training, televised, hybrid, online, distance and off-campus programming. Our programs are led by a most accomplished and innovative faculty. As a member of Polytechnics Canada, we are committed to offering a broad range of educational experiences that are student-centered and industry responsive.

### Time to Rise Campaign

<https://www.timetorise.ca/>

The Time to Rise campaign aims to empower Saskatchewan Polytechnic graduates and strengthen the provincial economy with a new, 21st century campus in Saskatoon. The Saskatchewan Polytechnic Joseph A. Remai Saskatoon Campus will consolidate an existing network of decentralized outdated buildings into a modern, technology-rich learning environment increasing program capacity for more students. Located at Innovation Place, adjacent to the University of Saskatchewan, the new campus is expected to set the stage for an Innovation Corridor that brings together business, entrepreneurs, students and other learning institutions to create a centre of excellence in applied learning and research. The powerful, compelling Time to Rise campaign launched in early 2024 with a \$100 million fundraising goal, currently raising close to \$65 million of that target.

## **The Role: AVP, Advancement**

The AVP, Advancement is responsible for formulating, strengthening and integrating comprehensive institutional advancement and alumni programs with the strategic goal of increasing internal and external stakeholder engagement and fundraising outcomes. The position is key for leading annual, major campaign and planned gifting, capital campaigns, donor relations, corporate partnerships and for developing and delivering an exceptional alumni relations program as the foundation for achievement of Advancement strategies. A major initiative and accountability for the AVP is the fundraising campaign for Saskatchewan Polytechnic's new Saskatoon Campus, [Time to Rise](#).

Reporting to the Provost and Vice President, Academic, the AVP, Advancement is a member of the Senior Leadership Assembly (SLA) and Senior Leadership Team (SLT), and will provide support to Senior Leadership Council (SMC); will focus on supporting partnerships with key industry leaders; and will ensure advancement strategies and activities enhance the organization's reputation and culture, and promote the goals and objectives of Saskatchewan Polytechnic. The AVP is instrumental in sharing the story of Saskatchewan Polytechnic and inspiring its future, while leading key advancement strategies that are critical to strategic priorities and employee engagement initiatives.

This position leads a team of approximately 25 people and directly supervises four positions in support of Advancement activities:

- Director, Advancement Services
- Director, Alumni and Donor Engagement
- Director, Giving
- Executive Assistant, Office of Advancement

### **Advancement Services**

Acting as the backbone of all Advancement activities, Advancement Services manages the crucial services including data management, initial engagement with alumni, student award funding and tracking, donation and fund tracking and reporting and managing project management initiatives.

### **Alumni and Donor Engagement**

The primary function of this area is identifying new pipelines and managing relationships with donors and alumni. Managing and ensuring accurate and well-communicated recognition of targeted and open donations, this area fosters new and ongoing relationships with donors and alumni.

### **Giving**

Tasked with building a collaborative, donor-centric culture and sustaining fundraising performance, this area drives institution-wide fundraising campaigns. This includes increasing and diversifying fundraising revenue through major giving campaigns, planned giving, leadership giving and donor relations and stewardship. Saskatchewan Polytechnic currently has a major capital campaign underway for the development of a new Saskatoon Campus.



Based at any of Saskatchewan Polytechnic's campus locations, this position is one of five (5) AVP's reporting to the Provost and Vice President, Academic. Travel is required between all campuses for administrative responsibilities, as well as travel provincially and nationally to represent the portfolio and Saskatchewan Polytechnic.

### **Specific Accountabilities**

#### **1. Advancement Leadership and Strategic Planning**

- Work closely with the executive team, the Board of Directors, Faculty Deans and other polytechnic leaders to set priorities for fundraising in alignment with Saskatchewan Polytechnic's strategic goals.
- Work closely with senior leadership to design and implement a growth plan that will significantly increase private support and substantially strengthen relations with alumni.
- Oversee and execute all aspects of the comprehensive advancement plan, guiding and collaborating with those within Saskatchewan Polytechnic who are responsible for its implementation.
- Set and achieve key fundraising performance objectives; evaluate the effectiveness of campaigns; assess current conditions and identify areas for further development.
- Lead the development of a culture of philanthropy.
- Create enterprise-wide advancement and alumni and communication strategies and initiatives that capture and advance the organization's strategic vision and goals.
- Determine the vehicles, modes or methods to ensure advancement and alumni programs represent the leading best practices and champion for new and innovative ways to lead and grow the areas of advancement and alumni programming, strategies and actions.
- Promote and develop initiatives that advance Saskatchewan Polytechnic's reputation with provincial and national policy-makers, funders and senior business leaders.
- Provide direction in implementing policies, guidelines, processes and practices that govern all aspects of advancement strategies aligned to operations or organizational requirements, (e.g. Annual Report, Strategic Planning materials, etc.).
- Oversee the development/revisions and implementation of an alumni engagement plan. Lead the development/revision and implementation of a fundraising plan, which includes key activities, and areas of required investment.
- Serve as a resource to the President and Board of Directors to set and achieve key fundraising performance objectives. Provide advice, conduct research, and make recommendations for actions and strategies to define and support those objectives.

## 2. Relationship Management

### Internal

- Demonstrate influence and professionalism in creating and maintaining key relationships with internal partners such as school leaders (deans, associate deans and program heads), alumni and development, student and academic services, and administrative services partners.
- Oversee development and implementation of advancement strategies that build community, and inform and engage internal and external audiences in the pursuit of Saskatchewan Polytechnic's mission, vision, goals, and objectives.
- Show strong leadership presence and accessibility, enable and encourage open-mindedness and bold thinking, generating new ideas that continually enhance the organization, the division and the department.
- Build a culture of entrepreneurial spirit, curiosity, and experimentation across the Advancement team. Create a safe environment for risk taking, learning, and supporting others through mistakes. Where needed, remove barriers and build systems and processes that encourage and reward innovative ideas.
- Demonstrate and coach others to engage in cross-enterprise collaboration, open and honest relationships, and a respectful understanding of one another.
- Develop and oversee briefing documents, media releases, key messages and speaking notes in collaboration with the marketing and communications team.

### External

- Develop personal relationships with key stakeholders and high-net-worth benefactors and potential donors.
- Develop opportunities and methods to energize, motivate and engage current and potential donors.
- Listen and understand our partners to respond to needs and maximize opportunities.
- Partner with Saskatchewan Polytechnic deans and senior leaders on strategic and tactical advancement and alumni initiatives that inform and engage the full range of external audiences, including business leaders, individuals of influence and affluence, taxpayers, provincial and federal government departments, municipal governments, agencies, associations, and training partners.
- Engage in consultations and relationship building with external audiences to support the president, the board, the vice president, strategy and advancement and other senior management. Represent Saskatchewan Polytechnic externally, in partnership with the president, the provost and vice-president, academic and other senior managers, often in celebration of our successes and achievements.
- Support collaborative and strengths-based relationships with senior government officials (Federal and Provincial), non-governmental organizations, industry and private sector business leaders.

### 3. Risk Management and Mitigation

- Provide leadership and input into the assessment and mitigation of risks associated with advancement and alumni activities. Stay current in issues emerging in advancement and alumni practices and programming that could have negative impacts on the reputation and programming at Saskatchewan Polytechnic.
- Ensure appropriate issues management and crisis communications plans and procedures are in place.
- Monitor key business performance indicators to identify needs for support.

### 4. People Management

- Ensure a positive, diverse and inclusive work and learning environment.
- Recruit, orient and retain outstanding staff in pursuit of service excellence aligned to Saskatchewan Polytechnic's values: respect, integrity, sustainability and excellence.
- Coach, develop and mentor direct reports to inspire their creativity and success. Develop and monitor performance objectives and plans for divisional employees that are aligned to overall strategic objectives. Remove barriers to maximize execution and client service. Build a culture of entrepreneurial spirit, curiosity and experimentation in the division.
- Hold employees accountable for outcomes and a high level of performance by addressing people management issues within the division in a timely manner. Attend to issues in a sensitive and professional manner.
- Plan for future key leadership roles by ensuring succession and workforce planning initiatives are implemented within the division.
- Promote strong employee engagement.
- Grow an integrated and inspired team, dedicated to improving alumni and donor engagement and communication.

### 5. Resource Allocation

- Ensure resource allocation for all divisional programs and services is aligned with the Multi-Year Business Plan (MYBP).
- Assist other parts of the enterprise to identify operating and capital requirements.
- Develop and manage both operational and capital budgets in accordance with divisional objectives; monitor the division's progress in meeting divisional objectives, project plans and priorities as set in out the MYBP.
- Develop innovative solutions to resource challenges while ensuring alignment with, and support of, Saskatchewan Polytechnic's strategic plans.
- Ensure divisional resources are allocated according to budget.

- Ensure efficient and effective expenditure of resources.

## The Person

A graduate degree in business, public relations or marketing, along with the Certified Fund Raising Executive (CFRE) designation, is preferred. Applicants should be experienced in leading a creative and successful team with a minimum of 7 years of experience as a senior-level fundraising and development professional, including five years at the senior management level. A proven track record of accomplishments in advancement demonstrating fundraising success, especially with campaign planning and execution and major gift solicitation is required. An equivalent combination of education and experience will be considered.

- Leads Transformation. Anticipates emerging trends and creates opportunities that shape and transform the organization and the polytechnic sector in Canada.
- Inspires Courage & Innovation. Models and enables creative thinking, curiosity, and calculated risk taking to challenge conventional practices to create new solutions.
- Cultivates Strong Relationships. Builds strong and trusting relationships and brings a stakeholder and learner-centric mind set and focus to all elements of the organization.
- Drives Operational Excellence. Leverages business insight, financial acumen, and operational rigor to maximize productivity and build long-term, sustainable success.
- Builds Leadership & Culture. Brings authenticity, emotional intelligence and accountability to develop leadership effectiveness in individuals, teams and our culture.

## Compensation

A competitive compensation package will be provided including an attractive base salary and excellent benefits. Further details will be discussed in a personal interview.

## Express Your Enthusiasm

Email a convincing cover letter and tailored resume to **Shalini Bhatt** or **Heather Fookes** at [saskatoon@leadersinternational.com](mailto:saskatoon@leadersinternational.com) with the job title in the subject line of the email.

**Leaders Executive Search**  
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