



SAGE
ADVANCEMENT GROUP

FUNDRAISING AND STRATEGY CONSULTING FOR NONPROFITS
EXPERTISE. PARTNERSHIP. RESULTS.



POSITION ANNOUNCEMENT CHIEF DEVELOPMENT OFFICER

UTEC has engaged Sage Advancement Group to lead their search for a Chief Development Officer.

UTEC's strong commitment to diversity, equity, and inclusion is reflected in their diverse leadership team. We encourage qualified people of all races, colors, creeds, sexualities, religions, gender identities, and backgrounds to apply.

The Organization

UTEC's mission and promise is to ignite and nurture the ambition of our most disconnected young people to trade violence and poverty for social and economic success.

Through programs and social enterprises that focus on transition from incarceration or gang involvement, education, workforce development, and civic engagement, UTEC helps otherwise overlooked young people in the communities of Lowell, Lawrence, and Haverhill, MA.

UTEC's proven model begins with intensive street outreach and correctional facility in-reach to proven-risk young adults. UTEC engages them through intensive supports, job training in multiple social enterprises, and on-site high school credential classes. Social justice and civic engagement are embedded throughout. In 2017, UTEC opened an onsite early childhood education center and introduced two-generation programming for the young parents who UTEC already serves. UTEC's primary outcome areas are reduced recidivism, increased employability, and increased educational attainment. The long-term recidivism rate for UTEC-enrolled young adults averages less than 15%, compared with a statewide average of about 50%.

The Opportunity

UTEC is on a mission to hire a qualified Chief Development Officer who is deeply committed to advancing racial equity and can act as an ambassador for UTEC's diverse culture, demonstrating personal commitment to the organization's values and imparting them to others, both within and outside the organization.

Reporting to the CEO, this newly created position will lead an eight-person development team, carry a portfolio of high net-worth prospects, and create a vision and strategy for doubling UTEC's philanthropic revenue over the next several years. The CDO will be a member of UTEC's senior leadership team and work closely with the Board and the Advisory Committee.

UTEC has had success closing 6 and 7 figure gifts from individuals and has a strong individual pipeline that needs to be cultivated. This will be an area of focus and opportunity for the CDO.

"It's a friendly and fun work environment. We laugh a lot and the culture is warm and welcoming. It is a special place. You can be yourself. It's the best job I've ever had."

- Development team member

Key Responsibilities

Leadership and Management

- Create and oversee the implementation of a comprehensive development strategy and measurable plan to grow philanthropic revenue, with an emphasis on individual giving
- Develop short-term and long-term fundraising goals and benchmarks and analyze the effectiveness of all development initiatives on a regular basis
- Working closely with the Director of Advancement and Donor Services, develop and execute best practice development systems and operations to support a successful and rapidly growing development program
- Serve as a manager to four direct reports - Director of Grants (to be hired), Director of Principal Gifts, Director of Major Gifts (to be hired), and Director of Advancement and Donor Services
- Mentor, inspire and grow the development staff

Prospect and Portfolio Management

- In collaboration with staff and board leadership, develop strategies for prospect identification, cultivation, solicitation, and stewardship
- Personally build and manage a portfolio of individual and institutional prospects
- Work with staff and board leadership to identify, cultivate, and steward new and existing individual, foundation, and corporate donors



- Engage leadership in key donor cultivation, solicitation, and stewardship activities
- Build on current stewardship activities to deepen relationships with current donors
- Develop and implement new engagement strategies

Key Qualifications

- Strong commitment to social justice and serving UTEC’s young people
- Can represent UTEC’s diverse culture
- Demonstrated success closing major gifts and building productive relationships with boards, donors, and colleagues at all levels
- Solid understanding of development best practices and insight into how technology supports philanthropy
- Strategic, persuasive, and action-oriented – entrepreneurial and comfortable taking calculated risks
- Flexible and resourceful self-starter who can work well in a fast-paced environment with evolving priorities
- Excellent verbal and written communication skills
- A great sense of humor and an ability to collaborate with colleagues at all levels
- Ability to work a flexible schedule, including some night and weekend events
- Bachelor’s degree or higher

Salary & Benefits

Salary is based on experience and can go up to \$150,000 for the right candidate. Generous benefits include paid sick, personal, holiday and vacation time, flexible work schedule, Mass General Brigham Health Insurance, 403B retirement plan, and more.

To Apply

Please send your resume and cover letter describing your interest in this position to **Sage Advancement Group** at info@sageadvancement.com with “UTEK CDO” in the subject line. No phone calls, please. For more information about UTEC, visit their website at <https://utecinc.org>.

Sage Advancement Group provides fundraising, strategy, and search services to nonprofits. For more information about Sage Advancement Group, visit us at www.sageadvancement.com.

