



CHIEF ADVANCEMENT OFFICER,
UNIVERSITY LIBRARIES AND THE ENTERTAINMENT TECHNOLOGY CENTER
[CARNEGIE MELLON UNIVERSITY](#)
PITTSBURGH, PENNSYLVANIA

Carnegie Mellon University

Aspen Leadership Group is proud to partner with Carnegie Mellon University in its search for a Chief Advancement Officer, University Libraries and the Entertainment Technology Center who will help lead the effort to develop the philanthropic support that will enable CMU and its academic units to fulfill their potential and continue their ascent. The Chief Advancement Officer will join the organization as CMU strives to elevate its Advancement program and build on the success of *Make Possible: The Campaign for Carnegie Mellon University*.

Partnering closely with the Dean, the Chief Advancement Officer will help set a strategic advancement vision for the University Libraries, the Entertainment Technology Center (ETC), IDeATe, and CMU's sustainability programs with oversight of a broad range of unit-level advancement functions encompassing major gifts, donor relations, annual giving, events, alumni and constituent engagement, and management of the unit's advisory board. The Chief Advancement Officer also will serve as a member of the Dean's leadership team. The Chief Advancement Officer will be a senior leader within the Division of University Advancement and serve as a member of the CMU Advancement Leadership Council.

The Chief Advancement Officer will manage the advancement staff assigned to their academic unit and will carry a portfolio of the unit's top prospects, executing cultivation and solicitation strategies and securing major, leadership, and principal gifts. They also will be responsible for identifying, refining, and articulating their unit's fundraising needs, communicating those needs to internal and external audiences, and generating excitement for the Dean's top priorities while ensuring that frontline fundraisers across the university are equipped to advocate for their vision.

University Advancement at CMU is a matrixed and distributed organization, with staff based in central units and in the academic units. The Chief Advancement Officer is key to integrating college level advancement operations with centrally based advancement programs and resources. The Chief Advancement Officer will collaborate with fundraisers across CMU's schools, colleges, and centrally based units to develop cultivation and engagement strategies to achieve maximum impact across the institution. They will also partner closely with Advancement Information Services to define, measure, and report on their unit's success.

In the context of the momentum of CMU's continued ascent, it seeks a Chief Advancement Officer with the skills to ensure University Libraries and the Entertainment Technology Center play a defining role in the continued evolution of their field, and in the future of Carnegie Mellon.

ABOUT CARNEGIE MELLON UNIVERSITY

It is an exciting moment to join the Carnegie Mellon community. Founded by industrialist and philanthropist Andrew Carnegie, Carnegie Mellon University has been a birthplace of innovation since its founding as an engineering and fine arts school in 1900. It has soared to national and international leadership in higher education and research, particularly since 1967 when the Carnegie Institute of Technology merged with the Mellon Institute for Industrial Research to form Carnegie Mellon University.

Today, Carnegie Mellon University is a global, research-intensive university with more than 14,000 students, more than 120,000 alumni, and approximately 5,000 faculty and staff. In 2023, *U.S. News & World Report* ranked CMU #24 among national universities, #4 in terms of Most Innovative Schools, and in 2024, *Times Higher Education World University* ranked CMU as #24 among global research universities in the world. Many of CMU's seven schools and colleges and their departments maintain top national and international rankings in computer science, computer engineering, cybersecurity, artificial intelligence, engineering, business, drama, and music, among others. CMU is also one of a small number of academic institutions in the nation boasting a fully-fledged Federally Funded Research and Development Center, the Software Engineering Institute. CMU's confluence of scholarly excellence, robust federal and industry interface, and heritage of innovation has consistently placed it among the world's most dynamic and impactful research institutions.

Renowned for its blend of technical rigor and creativity, its commitment to solving real-world problems, and its strength in interdisciplinary collaboration, roughly 7,400 undergraduate and 8,300 graduate students are drawn to the university's commitment to innovative education and training and its outstanding programs across its seven schools and colleges. CMU faculty are known for inspiring students and alumni to think creatively, interpret with insight, and solve major societal, scientific, and technological challenges. Current and former CMU faculty and alumni have earned distinction from around the globe, including 20 Nobel Laureates, 79 members of the National Academies, and 13 Turing Awardees. In the arts, CMU faculty and alumni have been recognized with 13 Academy Awards, 142 Emmy Awards, and 52 Tony Awards.

Beyond its Pittsburgh campus, Carnegie Mellon University's global presence includes campuses in Silicon Valley, Qatar, and Rwanda, and degree-granting locations in Los Angeles, New York City, Washington, D.C., and Portugal. With more than a dozen degree-granting locations, as well as a growing number of research and educational partnerships around the world, CMU is truly a global institution.

CMU's 10th President, Farnam Jahanian, was appointed in 2018. Prior to his appointment, he served as the university's Vice President for Research, then as Provost, and later as Interim President. He is a nationally recognized computer scientist, entrepreneur, public servant, and leader in higher education. The top priorities for his administration include "Driving the Future of Education," "Enhancing the CMU Experience," "Leading at the Nexus of Science, Technology, and Society," and "Broadening CMU's Societal, Cultural, and Economic Impact."

President Jahanian was reappointed to a second term as President by the Board of Trustees in 2023.

UNIVERSITY LIBRARIES AND THE ENTERTAINMENT TECHNOLOGY CENTER

With the explosion of new sources of data and new ways for scientific information to be accessed, curated, and shared, libraries have emerged as a hub for collaborative, technology-forward, and inspiring experiences. Investment in the library is part of the University's Strategic Plan 2025, which calls for the creation of "a 21st century library that serves as a cornerstone of world-class research and scholarship."

In a world where digital is becoming the default format for information, the library remains a vital presence on campus, sustaining serious scholarship, and providing opportunities for interactive research and study environments. To support this important work for students, faculty, and staff, and to create modern century library spaces for today's learners and scholars, the libraries will

- develop information specialists as partners in research, teaching, and learning;
- collaborate with peer institutions to provide coordinated access to a global collection of information resources;
- steward the evolving scholarly record, and champion new forms of scholarly communication; and
- be recognized globally as a leader in the development of the scholarly information ecosystem.

The [Entertainment Technology Center](#) is the premiere professional graduate program for interactive entertainment as it is applied across various fields and the Master of Entertainment Technology is considered a terminal degree. The ETC is inclusive and interdisciplinary and prepares students to become creative leaders who imagine and build exemplary experiences that entertain, educate, transform, and inspire.

Furthermore, two additional highly interdisciplinary programs live under the University Libraries umbrella: IDeATe (Integrative Design, Arts and Technology Network) and the Sustainability Initiative.

[IDeATe](#) represents one of Carnegie Mellon's educational success stories of the past decade. It brings together faculty and students from across campus who are interested in learning, making, and creating at the intersection of arts and technologies. It serves more than a thousand students each year through undergraduate minors in 10 interdisciplinary areas. IDeATe is a space, a place to learn, and a way to collaborate that is uniquely Carnegie Mellon.

The University's [Sustainability Initiative](#) is another program that reports to the Dean of University Libraries. Under this initiative the university develops and implements actions to advance the UN Sustainable Development Goals through education, research, and campus practices, as well as community engagement.

With a focus on technology and cross disciplinary learning and research, the CMU University Libraries are redefining the role of libraries everywhere.

UNIVERSITY ADVANCEMENT

University Advancement supports Carnegie Mellon University's incredible growth and momentum and the vision of having a transformative impact on society through continual innovation in education, research, creativity, and entrepreneurship by championing its mission, building relationships with its various constituencies, and securing critical industry sponsorship and private philanthropic support.

The division provides leadership, partnership, and coordination for advancement and alumni relations staff, collaborating with other offices, colleges, schools, and departments. Advancement specialists help to articulate and highlight the distinctive excellence of CMU and its broad and deep impact on the world. With its world-leading strengths at the intersection of technology and humanity, CMU research, innovation, and creativity will help shape the 21st century.

Carnegie Mellon is enjoying its most productive fundraising years in its history, surpassing the initial fundraising goal for its \$2 billion *Make Possible* campaign more than 18 months ahead of schedule. The campaign is now slated to continue until June 2025, culminating in the celebration of the university's 125th anniversary.

REPORTING RELATIONSHIPS

The Chief Advancement Officer will report to the Helen and Henry Posner Jr. Dean of University Libraries, Keith Webster, a leadership position that oversees a number of academic and interdisciplinary departments and programs. These include the University Libraries, the Entertainment Technology Center, iDeATe, and CMU's sustainability programs. The Chief Advancement Officer will have a secondary reporting line to the Associate Vice President for Development, Matt Weinstein. The Chief Advancement Officer will oversee two staff.

FROM THE DEAN

At Carnegie Mellon, the University Libraries form a hub for collaboration, information, and engagement for our visionary faculty and students, with spaces and resources that accelerate student success and augment the university's world-leading research portfolio. The faculty and staff of the libraries at CMU are leading their fields, pioneering open science practices that enable CMU faculty to document and share their research findings and methods in novel ways, advancing automated science, and creating new ways to document the history of robotics and computer science, all while maintaining some of the university's most important spaces for academic exploration, making, and experimentation.

The next Chief Advancement Officer of University Libraries and the Entertainment Technology Center must build a community of supporters and donors on campus, in our local community, and around the world—supporters and donors who deeply resonate with both the historic role of libraries as critical academic spaces and repositories of knowledge, and their emerging role in the co-creation, preservation, and promulgation of new knowledge.

–Keith Webster, Helen and Henry Posner, Jr. Dean of the University Libraries

CARNEGIE MELLON UNIVERSITY'S COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

Carnegie Mellon University is a richly varied community, united in the pursuit of excellence with a wealth of perspectives, identities, backgrounds, and cultures. CMU is committed to fostering an environment where all members of the community have a sense of belonging. This commitment drives its pursuit of creating a space where every voice can be heard. The university seeks to cultivate diverse populations and perspectives and promote equity and inclusion. Its devotion to these ideals springs from a core belief in the power of education to be a transformative and enriching force for every person, irrespective of their background, identity, or life circumstances. Inclusion and belonging are intricately interwoven into the very essence of the university, helping to shape its values, policies, and practices. Diversity, equity, inclusion, and belonging are not only central to the university's ethos but also indispensable to its pursuit of academic excellence and innovation.

As a community devoted to rigorous analysis and creative approaches to real-world problems, CMU has both the tools and the responsibility to address these challenges. It continues to cultivate a welcoming culture, improve programs, recruit and retain world-class talent, and become a leader and champion for best practices.

PRIMARY RESPONSIBILITIES

The Chief Advancement Officer, University Libraries and the Entertainment Technology Center will

- provide leadership and management of all Advancement-related activities in University Libraries, the ETC, IDeATe, and Sustainability;
- serve as a senior member of the Dean's leadership team, as well as a member of the CMU Advancement Leadership Council;
- identify and articulate fundraising priorities for assigned areas in support of strategic objectives;
- set the strategy for and support development activity for the Dean, senior faculty members, key administrators, and other essential stakeholders;
- coordinate fundraising activities with colleagues in corporate relations, foundation relations, and other advancement offices across the university;
- collaborate with University Advancement departments, including donor relations, alumni relations, and advancement services;
- report on the results of all advancement activities;
- personally manage a portfolio of donors and prospects for University Libraries, the ETC, IDeATe, and Sustainability;
- be accountable for reaching unit-based fundraising goals;
- travel domestically and possibly internationally;
- develop and manage a budget to support advancement activities;
- lead, coach, and evaluate the performance of assigned staff;
- create an environment that rewards excellence, creativity, integrity, and teamwork; and
- help maximize effectiveness across all levels of the organization through additional assignments.

ACADEMIC LEADERSHIP

Keith Webster

Helen and Henry Posner, Jr. Dean of the University Libraries

Keith Webster was appointed Dean of University Libraries at Carnegie Mellon University in July 2013 and was additionally appointed as Director of Emerging and Integrative Media Initiatives in July 2015 and Posner Dean's Chair in 2021. He also has a courtesy academic appointment at the University's H. John Heinz III College. Previously, Webster was Vice President and Director of Academic Relations and Strategy for the global publishing company John Wiley and Sons. He was formerly Dean of Libraries and University Librarian at the University of Queensland in Australia, leading one of the largest universities and hospital library services in the southern hemisphere. Earlier positions include University Librarian at Victoria University in New Zealand, Head of Information Policy at HM Treasury, London, and Director of Information Services at the School of Oriental & African Studies, University of London.

Webster has held professorships in information science at Victoria University of Wellington and City University, London. He is a Chartered Fellow and an Honorary Fellow of the Chartered Institute of Library and Information Professionals (UK), and has served on government advisory boards, journal editorial boards, and as an officer in professional and learned societies around the world.

He was Chair of the National Information Standards Organization in 2018/19. He currently serves on the Steering Committee for the Coalition for Networked Information and on the international OA2020 policy group.

Webster has received significant external funding for his work. He currently holds a grant from the Alfred P. Sloan Foundation to support the establishment of an Open Sources Programs Office in the University Libraries. His industry partnerships include work with Digital Science, a London based research portfolio company, and Elsevier, the world's largest academic publisher.

Webster's professional interests include research evaluation, learning space design, and trends in scholarly communication. He is a regular speaker on topics such as the future of research libraries and the impact of open science on publishing and libraries. He appears regularly in professional media, in documentaries and podcasts, and is recognized for his expansive perspective on the world of academic information. Webster is a professional futurist, and he regularly helps organizations to identify and plan for a range of plausible futures.

UNIVERSITY ADVANCEMENT LEADERSHIP

Matt Weinstein

Associate Vice President, Development, University Advancement

Matt Weinstein is the Associate Vice President of Development at Carnegie Mellon University. His responsibilities include overseeing the teams of international fundraising, planned giving, university priorities, and constituent development. In addition, Weinstein partners with all seven schools and colleges and university libraries to help supervise their advancement operations.

Prior to joining CMU in 2015, Weinstein was the Senior Executive Director for Advancement at the Swanson School of Engineering at the University of Pittsburgh. He has nearly 25 years of experience in higher education development having also been part of the fundraising operations at Brandeis University and Muhlenberg College.

Weinstein earned his PhD in political science at the University of Pittsburgh. His research was primarily focused on the relationship between state government and higher education. He has also earned degrees from Lehigh University, Clark University, and the London School of Economics.

PREFERRED QUALIFICATIONS

Carnegie Mellon University seek a Chief Advancement Officer, University Libraries and the Entertainment Technology Center with

- advanced knowledge of major gift fundraising and capital campaigns;
- success in developing and managing relationships with deans, volunteer leadership, and major donors and prospects;
- management experience including an ability to lead and inspire teams to achieve goals;
- cultural sensitivity in interacting with a diverse alumni population, both domestically and internationally;
- the ability to initiate, analyze, monitor, evaluate, and update strategic development plans;
- excellent writing, analytical, and organizational skills;
- excellent interpersonal skills and a commitment to collaboration;
- energy, self-motivation, flexibility, and adaptability;
- a healthy sense of humor; and
- a commitment to Carnegie Mellon University's mission.

A bachelor's degree is required for this position. A master's degree or equivalent combination of training and experience is preferred. At least 10 years of progressively responsible development experience is required for this position; experience leading and supervising teams for at least three to five years is preferred. Experience in a campaign environment is desirable.

SALARY AND BENEFITS

Carnegie Mellon University offers a competitive salary and a wide variety of benefits and programs designed to meet the needs of its faculty and staff members. From its health and welfare plan offerings to tuition benefits and competitive retirement plans, CMU is committed to providing benefits that support its staff through every stage of their career at CMU. You may learn more about CMU benefits [here](#).

LOCATION

This position is based in Pittsburgh, Pennsylvania.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of Carnegie Mellon University as well as the responsibilities and qualifications stated in the position prospectus.*** Review of applications will begin immediately and continue until the successful candidate has been selected.

To apply for this position visit: [Chief Advancement Officer, University Libraries and the Entertainment Technology Center, Carnegie Mellon University.](#)

To nominate a candidate, please contact Gregory Leet: gregoryleet@aspenleadershipgroup.com.

Carnegie Mellon University is an Equal Opportunity Employer/Disability/Veteran and offers a diverse environment with a flexible benefits package, including a generous retirement plan, tuition remission, and paid time off policy, as well as many professional development, health, and wellness opportunities. A background check is required.

All inquiries will be held in confidence.