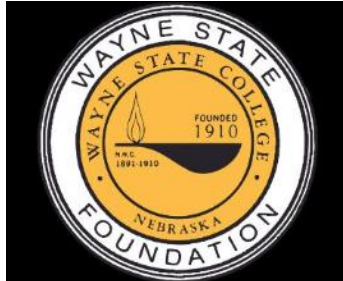


# ASPEN LEADERSHIP GROUP

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**CHIEF EXECUTIVE OFFICER**  
**WAYNE STATE FOUNDATION**  
**WAYNE, NEBRASKA**



Aspen Leadership Group is proud to partner with the Wayne State Foundation in their search for a Chief Executive Officer.

The Wayne State Foundation is looking for an individual that has the skills, knowledge, and experience to continue its momentum for successful fundraising, strong leadership, and an impressive record of supporting the mission of Wayne State College in Nebraska. The new CEO will plan, organize, and manage the Foundation for growing the support to the College for enrollment growth, new buildings and renovated facilities, and expanded academic programs, partnerships, and regional outreach. Fundraising priorities determined by College leadership for the next five years include expanded freshman, transfer, athletic, and academic program scholarships, academic program support including equipment, and small and large capital projects.

Wayne State College seeks to create an environment of active learning, and meaningful service that engages students on a path to transformational leadership. Wayne State inspires students through access to affordable, high quality academic programs, personalized support services, and a culture committed to diversity, sustainability, and creativity. The College strengthens communities by engaging students in experiential learning and leadership opportunities. Wayne State serves the region through cultural opportunities, strategic partnerships, and innovative economic development programs. Wayne State College is a member of the Nebraska State College System (NSCS) and is governed by a Board of Trustees appointed by the Governor of Nebraska.

In 1891, Wayne State was founded as a Normal School, a teacher's college, became a state school in 1910, and was renamed Wayne State College by the Nebraska legislature in 1963. It has become a leading comprehensive college in Northeast Nebraska, with 15 academic departments within four academic schools, Arts and Humanities; Business and Technology; Education and Behavioral Sciences; and Science, Health, and Criminal Justice; and more than 130 career pathways. Wayne State College serves as a model of success for regional public higher education. Investments in infrastructure and facilities, expanded academic programs and partnerships, a campus-wide approach to recruitment and retention, and a commitment to strategic planning have yielded 28% growth in enrollment during the past six years, soaring to more than 4,500 students. With a 20:1 student-to-faculty ratio, students receive an excellent education in a personalized setting and 86% of faculty hold the highest degrees in their fields.

The Wayne State Foundation is a separate 501(c)(3) which provides financial support for the mission of Wayne State College. Since 2015, the Foundation has increased its total assets from \$23.7 million to \$42 million with institutional support provided to Wayne State College totaling \$38.4 million. Major fundraising campaigns have been a team effort, supported by a strong Foundation staff, focused on student scholarships, major campus building renovations, a new instructional building, general operations of the Foundation, and the current campaign for a new athletic and recreation complex. The Chief Executive Officer serves as an active fundraiser in addition to leading and managing the staff and operations of the Foundation. The Chief Executive Officer also works closely with the College President, Vice Presidents, Deans of the four schools, Director of Athletics, and Director of College Relations.

Over the past 10 years, major accomplishments of the Foundation have included very successful fundraising campaigns for the Invest-Empower-Transform Campaign (exceeding a \$25M goal by raising \$35.1M to support scholarships, capital projects, and general operations of the Foundation, 2019-2023); Peterson Fine and Performing Arts Center (\$2.4M of \$13M renovation/addition project, 2023); Benthack Hall instructional facility renovation (\$1.1M of \$9M project, 2022); Center for Applied Technology new instructional building (\$2.45M of \$15.2M project, 2019); Wayne State Career Scholars Cooperative Education Program (secured grant funding for \$2.6M in scholarship support and \$300,000 in general operational support, 2024); and Athletic and Recreation Complex (developed and facilitated 2024 launch of current fundraising campaign with \$4.4M of the \$5.5M goal raised so far for this \$30M project).

#### **REPORTING RELATIONSHIPS**

The Chief Executive Officer will report to the Executive Committee of the Foundation Board of Trustees with the President of the Board, Brenda Carhart, serving as the lead.

#### **FROM THE PRESIDENT, FOUNDATION BOARD OF TRUSTEES**

*Thank you for your interest in the role of Chief Executive Officer of the Wayne State Foundation. Our next CEO will join a Foundation focused on growth and innovation with an impressive history of supporting and advancing the mission of Wayne State College of Nebraska and its remarkable success. As CEO, you will serve as a partner to the Foundation Board of Trustees and collaborate with stakeholders across Wayne State College to bolster an array of initiatives and accomplishments that further the mission of Wayne State College to inspire students, strengthen communities, and serve the region.*

*The Foundation seeks an experienced fundraiser, leader, and manager for its next CEO to build upon the achievements by the past two Foundation CEOs and their dedicated teams of staff. Key to their success has been establishing and maintaining positive, professional relationships with the campus community, and alumni and friends in the community of Wayne, the northeast Nebraska region, and across the country. A collaborative style, strong work ethic, and commitment to innovation and continuous improvement are also hallmarks of the Wayne State Foundation. This CEO position will be a fantastic professional opportunity and a chance to take the Wayne State Foundation to a new level of excellence for alumni relations and fundraising.*

—Brenda Carhart, President, Foundation Board of Trustees

## MAJOR DUTIES AND RESPONSIBILITIES

Major Duties and Responsibilities Include:

- Under the direction of the Wayne State Foundation Board of Trustees, provide executive leadership and management for setting and successful achievement of the vision and goals of the Foundation.
- On behalf of the Foundation, provide leadership, collaboration, and communication with the Wayne State College President, Vice Presidents, Athletic Director, Deans, and others across the College.
- Lead the development of fundraising campaigns and provide administrative direction for related Foundation projects and activities to completion in a timely manner with a focus on quality and achievement of Foundation goals.
- Supervise and evaluate all Wayne State Foundation staff with an emphasis on teamwork and continuous improvement. Current staff members include the Controller, Director of Major Gifts, Director of Athletic Fundraising, Director of Alumni Relations, Foundation Officer Manager, and Foundation Office Assistant.
- In collaboration with the Compensation and Executive Committees of the Board of Trustees, play a lead role in the development of annual key performance indicators for the Foundation. The CEO also provides guidance to the staff for the achievement of both team and individual staff member KPIs for the year.
- Ensure the Wayne State Foundation establishes and maintains positive and collaborative working relationships with the alumni and friends of the College, the community of Wayne, the northeast Nebraska region, and with colleagues at Nebraska state colleges and other partners in higher education.
- Prepare and manage the annual budget for the Foundation in collaboration with the Controller and the Foundation Board's Finance and Audit Committee.
- In collaboration with the WSF officers and committee chairs, plan agendas and provide information for meetings of Board committees, Executive Committee meetings, and the Annual Meeting of the Wayne State Foundation Board of Trustees.
- Work with Foundation staff, College personnel, other stakeholders, and partners to pursue and prepare high-quality grant proposals. The CEO has administrative oversight for the transfer of grant funds to support College projects once grant awards are received by the Foundation.
- Manage the development of effective publications, marketing materials, website, and a social media presence for the Foundation in collaboration with College Marketing and Communications staff.
- Represent the Foundation for desired results with contracted services related to general consulting, investment and financial services, land/property management, technology/software vendors, etc. as requested from external providers.

## **POSITION REQUIREMENTS AND QUALIFICATIONS**

### **Education**

Master's degree in a relevant field; additional years of experience may be considered in lieu of a graduate degree.

### **Experience**

- A minimum of five years of successful fundraising experience which includes all aspects of fundraising, i.e., planned giving, individual solicitation, and grant writing.
- Demonstrated experience in planning and actively participating in a comprehensive capital campaign.
- Evidence of experience in managing and providing leadership for a comprehensive development program.

### **Preferred**

- Experience in supervising staff is strongly preferred.

### **Skills and Traits**

- Demonstrated leadership skills in motivating others, critical thinking, creativity, problem-solving, and turning information into action.
- Excellent writing skills and oral presentation skills for communications with college and community representatives, alumni and friends, and partners on behalf of the Wayne State Foundation.
- Administrative skills for oversight of the Foundation's financial resources, e.g., budgets, investments, and grants.
- Record of success in managing diverse teams of employees, partners and stakeholders to accomplish major projects while also meeting milestones and deliverables within agreed-upon timeframes.
- Act with integrity and demonstrate professional ethics
- Excellent interpersonal skills with a strong focus on collaboration, teamwork, and service.
- Commitment to higher education and the mission of a regional, public college.

## **COMPENSATION & BENEFITS**

The starting salary range is \$180,000 to \$200,000 with the additional option to participate in a discretionary bonus plan for Wayne State Foundation employees. An attractive benefits package is offered in collaboration with the Nebraska State College System.

## **LOCATION**

The Chief Executive Officer will work at the Foundation offices located on the campus of Wayne State College. The Chief Executive Officer will be expected to reside in the Wayne area and be active and visible in northeast Nebraska on behalf of the Foundation. Wayne State's physical campus is beautiful and well-positioned to meet its needs. Careful planning and stewardship have brought about a newly built Center for Applied Technology, several completely renovated residence halls, academic buildings, and athletic facilities, and an inviting Campus Commons area at the center of a 128-acre campus that speaks directly to visitors about the pride it has in its history and traditions. The campus will open its first new residence hall in 58 years, scheduled for the Spring of 2025. Also underway is a new athletic and recreation center. Since 2017, campus investments total more than \$90 million.

## **NON-DISCRIMINATION STATEMENT**

The Wayne State Foundation is committed to the fundamental principles of equality of opportunity and human dignity with decisions involving employees and students be based upon merit and free from discrimination in all its forms. The Wayne State Foundation will not engage in discrimination or harassment against any person because of race, color, national origin, ancestry, age, marital status, religion, sex, disability, pregnancy, sexual orientation, or military/veteran status. The Foundation will comply with all federal and state nondiscrimination, equal opportunity, and affirmative action laws, orders, and regulations.

## **APPLICATION INSTRUCTIONS**

All applications must be accompanied by a cover letter and résumé. Review of applications will begin immediately and will be accepted until the position is filled. Preference will be given to applications received by \_\_\_\_.

*To apply for this position, visit:*

[Chief Executive Officer, Wayne State Foundation.](#)

*To nominate a candidate, please contact Tom Herbert:*

[tomherbert@aspenleadershipgroup.com.](mailto:tomherbert@aspenleadershipgroup.com)

*All inquiries will be held in confidence.*