

POSITION SPECIFICATION  
**EXECUTIVE DIRECTOR  
FOR ADVANCEMENT**

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THE UNIVERSITY OF TENNESSEE  
**UT FOUNDATION**

ZEANAH ENGINEERING COMPLEX



THE UNIVERSITY OF  
**TENNESSEE**  
KNOXVILLE

TICKLE COLLEGE OF  
ENGINEERING

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UT Knoxville	





# THE OPPORTUNITY

**AN OPPORTUNITY TO  
HAVE AN IMPACT ON THE  
FUTURE OF ENGINEERING  
EDUCATION AND  
INNOVATION.**

The University of Tennessee Foundation, Inc. (UTFI) seeks an accomplished, collaborative, and visionary leader to serve in the role of Executive Director of Advancement, Tickle College of Engineering (TCE). Reporting to the Assistant Vice Chancellor of Advancement, the Executive Director of Advancement is the chief advancement officer for Tickle College and is responsible for achieving the college's advancement goals and objectives.

The University of Tennessee Foundation, Inc. is an interdependent not-for-profit 501(c)3 organization and is the preferred channel for all private contributions that benefit students and faculty in the UT System. Our vision is to be recognized as one of the top-performing advancement organizations affiliated with any university system in higher education.



## TICKLE COLLEGE OF ENGINEERING

# MISSION & VISION

Our mission is a world enriched and transformed through the power of engineering innovation and inspired by the Volunteer spirit.

We are an engineering community with a shared commitment to include, discover, innovate, educate, and engage. In the Tickle College of Engineering (TCE), we:

- **Empower learners of all backgrounds to realize their dreams through engineering;**
- **Advance the prosperity, well-being, and vitality of society and the environment across Tennessee, the nation, and the globe through innovative engineering education, research, and partnering, and**
- **Foster a diverse and inclusive environment in our college and the engineering community around the world.**





## TICKLE COLLEGE OF ENGINEERING

# STRATEGIC GOALS

### GOAL 1

Be a recognized leader in engineering education, lifelong learning, and student success.

### GOAL 2

Be a recognized leader in engineering research expertise, technology developments, and societal impacts.

### GOAL 3

Empower a recognized culture that attracts and enables the success of students, faculty, and staff from underrepresented groups in engineering.

### GOAL 4

Be a robust and agile college that embraces opportunities and resilience to change.

### GOAL 5

Exemplify the Volunteer spirit through our leadership, partnerships, and service to engineering advances for Tennessee and the World.



## TICKLE COLLEGE OF ENGINEERING

# DEPARTMENTS

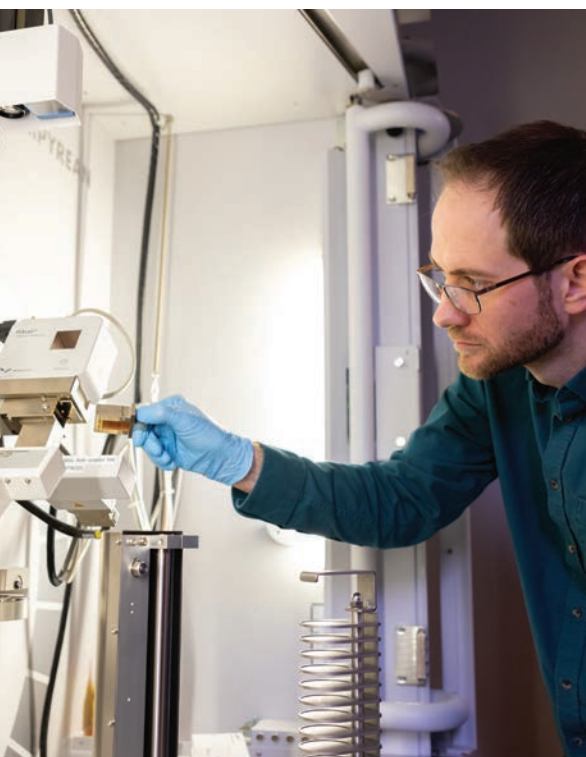
- Chemical and Biomolecular Engineering
- Civil and Environmental Engineering
- Electrical Engineering and Computer Science
- Industrial and Systems Engineering
- Materials Science and Engineering
- Mechanical, Aerospace, and Biomedical Engineering
- Nuclear Engineering

### AFFILIATED PROGRAMS:

- Biosystems Engineering
- University of Tennessee Space Institute







## TICKLE COLLEGE OF ENGINEERING

# PROGRAMS & RESOURCES

- Office of Academic and Student Affairs
- Office of Student Success
- Engineering Advising Office
- Dwight Hutchins Engineering Diversity Programs
- Women in Engineering Program
- Jerry E. Stoneking engage™ Engineering Fundamentals Program
- Cook Grand Challenge Honors Program
- Heath Integrated Business and Engineering Program
- Integrated Engineering Design
- Office of Engineering Professional Practice
- Office of Engineering Communications
- Office of Faculty Affairs and Engagement
- Office of Finance and Administration
- Engineering Research Office
- IT Support
- Office of Engineering Advancement

## UT FOUNDATION

# MISSION & VISION

The mission of the University of Tennessee Foundation is to raise financial, public and political support for the University of Tennessee. In 2022, the UT Foundation was recognized as a Top Workplace by Knoxville Top Workplaces. The award is based solely on employee feedback gathered through a third-party survey that measures 15 culture drivers that are critical to the success of any organization: including alignment, execution and connection.

Currently, the UT Foundation has over 270 team members located centrally and throughout the campuses and institutes of the University of Tennessee System. Staff members across the state of Tennessee work with alumni and prospective donors to secure funds for scholarships, professorships, research, outreach programs and other university initiatives.

## UTK ADVANCEMENT

# FY23 RESULTS

**\$264M**

total **dollars raised.**

**67,320**

total **donors.**

**167,456**

total **alumni engaged.**

## TICKLE COLLEGE OF ENGINEERING

# FY23 RESULTS

**\$25M**

total **dollars raised.**

**3,250**

total **donors.**





## THE ROLE

### THE EXECUTIVE DIRECTOR:

- Is responsible for the strategic vision and effective operations of the Tickle College of Engineering Advancement Office. Leading a staff of 7 is a key element of this position's responsibilities.
- Helps to oversee a dynamic variety of events coordinated by the TCE Advancement Office in collaboration with TCE and UTK Advancement. They also collaborate with the dean's office to host the TCE Board of Advisors. It is their responsibility to assess events to ensure they meet desired outcomes, have a positive effect, and remain relevant, making changes as necessary on an annual basis.
- Is responsible for high-level interaction with key TCE administrators—deans, department heads, faculty members, and staff—to ensure alignment of development activities with TCE goals.
- Directs all aspects of fundraising to include assisting major gift officers with the identification and solicitation of major gift prospects (individuals, corporations, and foundations).
- Collaborates with the dean to facilitate development initiatives, including the solicitation of major gift prospects and the identification of prospective high-level volunteers to serve on the college's board of advisors.





- Works with department heads and assigned major gift officers to engage them in development efforts. This position also guides all stewardship and annual giving initiatives, as well as planned giving strategies for the college.
- Is responsible for personally soliciting and closing high-level gifts from the donor base. The Executive Director assists in positioning the TCE within the university community and works with development and alumni colleagues in other areas of the campus—colleges, planned giving, regional staff, chancellor’s office, athletics, etc.—to maximize our donor-driven philosophy of engagement and solicitation. This process requires strategy sessions among key constituencies, writing joint proposals, and facilitating joint meetings and visits with prospective donors.
- Works across all constituencies to ensure clear communication regarding major individual and corporate donors.
- May occasionally be asked to serve on search committees for key hires for the university or UT Foundation. They may also be asked to prepare briefing notes on major gift prospects to guide the chancellor, vice chancellors, and other leaders on visits and solicitations.
- Is responsible for fully understanding and persuasively articulating the college and university’s vision and mission to these constituents.





# KEY PARTNERS



## **MATTHEW MENCH**

### **DEAN, TICKLE COLLEGE OF ENGINEERING**

Dean Matthew Mench has served as dean of the Tickle College of Engineering since July 1, 2021, during which time he has overseen the opening of the Zeanah Engineering Complex, and lead development of a new strategic plan to further transform the college.

He has been at UT since 2010, when he came from Pennsylvania State University to become the Condra Chair of Excellence and professor of mechanical engineering in the Department of Mechanical, Aerospace, and Biomedical Engineering (MABE).

Mench became MABE department head in 2013, and, aside from a stint as interim vice chancellor for research in 2019-20, served in that role until becoming interim dean of the Tickle College of Engineering in March, 2021. During his time as department head, research expenditures, enrollments, private investment and rankings all saw significant improvement.

In 2014, he was selected by Thomson Reuters as a Highly Cited Researcher in the category of engineering, ranking among the top 1% of authors over the decade before selection for citations to his work. He is a regularly invited speaker to industry, technical conferences, and universities. He has authored a textbook used globally, been associate editor for two top journals, is an inventor for 7 patents, and has licensed technology related to fuel cells and tamper-proof medical devices.

Mench is a UT Chancellor's Professor and an ASME fellow. His research interests span multi-phase transport phenomena, advanced diagnostics, sensors, and modeling of power conversion and storage systems. His work has been funded through a wide variety of industrial and government partners throughout his career.

# KEY PARTNERS



## **BRIAN BROYLES** **INTERIM VICE CHANCELLOR FOR ADVANCEMENT**

Brian Broyles currently serves as the Interim Vice Chancellor for Advancement at the University of Tennessee, Knoxville. In this role, he works with campus leadership, the University of Tennessee Foundation, and the University Advancement division to identify private support priorities, create fundraising strategies, and implement alumni and development programs.

Prior to his current role, Brian served UT Knoxville as Associate Vice Chancellor for Advancement, providing leadership and managerial support for three major academic units, including the Haslam College of Business, the Tickle College of Engineering, and the College of Arts & Sciences. Additionally, he served as Assistant Vice Chancellor for Regional Advancement, overseeing a team of regionally based major gift officers across the country. Under his leadership, the team supported fundraising efforts at UTK's 11 colleges, the Department of Athletics, the UT Libraries, and all central campus initiatives.

From 2017 to 2022, Brian served in fundraising roles to support University Advancement as Senior Director of Advancement for the UT Libraries, and as Chief Development Officer for the Western United States. From 2015 to 2017, he served as Director of Development for the Haslam College of Business.

Brian began his advancement career in annual giving at the University of Tennessee and served as a Major Gifts Officer for the Broad College of Business at Michigan State University before returning to Knoxville.

His career spans over 22 years and includes positions in sales, marketing, and management, as well as academic fundraising. During his tenure in Knoxville, Brian has been part of two \$1B campaigns, and his teams have raised over \$262,000,000.





## UT KNOXVILLE

# PRIDE POINTS

- Over the last five years, **retention has improved 3 percent**, hitting a new record of 91%.
- **90% of our 2022 graduates** had employment or decided to continue their education 6 months after commencement.
- UT has been named a **top-producing school** for Fulbright scholars for three straight years.
- UT now has **six National Academy of Engineering members** and **three National Academy of Sciences members**.
- UT was named a **top graduate school**, including #3 in supply chain and #6 in Nuclear Engineering by US News and World Report.
- Research awards are up 165 percent over last year—hitting a **record \$428M**.
- Historic **\$264M in gifts** from record **67,000+ alumni and friends** last year.
- We are a **Forbes top employer**: #3 in Tennessee and #15 among all higher education institutions.
- For the second straight year, UT has been named **All-Sport SEC Champ** by USA Today.
- UT finished #6 in the Learfield Directors Cup—the **highest finish in university history**.



**OFFICE OF ADVANCEMENT**

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865-974-9557 [giving.utk.edu](https://giving.utk.edu)