



Candidate Brief for the position of  
**Director of Development**  
 Schulich Medicine & Dentistry

# Letter from Hiring Manager

## Kristen Lesko



Dear Prospective Candidate,

**Thank you for your interest in the Director of Development position at the Schulich School of Medicine & Dentistry at Western University.**

I am thrilled that you are considering a role with our team. This leadership position presents an exciting chance for you to make an extraordinary impact on the future of healthcare education, research, and innovation.

As part of a world-class institution at the forefront of medical and dental education, the Schulich School of Medicine & Dentistry is dedicated to advancing the boundaries of knowledge, clinical care, and transformative solutions for global health challenges. In this role, you will be at the helm of our fundraising initiatives, driving support that directly impacts the School's priorities and ambitions.

We are looking for a dynamic, results-driven leader with a proven track record in the following areas:

- **Leading and Inspiring Teams:** The ideal candidate will bring substantial experience in leading high-performing teams, nurturing a collaborative and motivated environment.
- **Securing 6 and 7-Figure Gifts:** We are seeking someone with a demonstrated history of securing major gifts and building lasting relationships with top-tier donors, ensuring the continued growth of our fundraising capabilities.
- **Collaborative Mindset:** We are a team-oriented, highly collaborative institution, and your ability to work seamlessly with internal and external stakeholders will be essential.
- **Exceptional Communication and Relationship Management Skills:** As the face of our development efforts, your ability to communicate effectively and build strong, meaningful relationships with a wide range of stakeholders is critical.
- **Results-Oriented Approach:** We are seeking an individual who thrives on achieving measurable outcomes. Your data-driven mindset and strategic planning skills will be key in setting and exceeding fundraising goals.

Joining Western Advancement at the Schulich School of Medicine & Dentistry means becoming a part of an exceptional team that is deeply committed to shaping the future of healthcare education and research. If you are an ambitious, strategic leader with a passion for philanthropy and a desire to make a difference, we would love to hear from you.

Best Wishes,



Kristen Lesko  
Executive Director of Development,  
Schulich School of Medicine & Dentistry



## The Opportunity

The Director of Development plays a key role on the Schulich School of Medicine & Dentistry Development Team. The role provides day-to-day management of the Gift Officer team and actively participates in raising philanthropic support for the Faculty. The Director ensures efforts are focused and coordinated to meet the deliverables of the School's fundraising priorities, and that progress is continual towards meeting multi-year goals. The Director is responsible for significantly increasing and diversifying revenue to the Schulich School of Medicine & Dentistry from donors and prospects (e.g. individuals, corporations and foundations) at the Major Gift level.

The Director designs, develops, implements, evaluates and manages fundraising strategies as part of an overall development process, which matches the Faculty's and University's academic objectives and financial needs with the highest philanthropic aspirations of donors who have the capacity to make significant gifts. Reporting to the Executive Director, the role plays a pivotal part in helping Schulich Medicine & Dentistry meet and exceed its ambitious fundraising goals, sustaining a \$20 million annual operation with plans to grow upwards of \$30 million annually. The incumbent will interact and work closely with senior academic and administrative leaders to develop and implement cultivation and solicitation strategies to support their programs.

## The important role you'll play

- Oversee and direct the development of a multi-year strategy for the Major Gift program, outlining fundraising, alumni and communications objectives and activities to reach annual and long-term fundraising goals
- Formulate a strategic framework and annual plan for the successful realization of specific annual fundraising financial goals
- Develop, manage and maintain an assigned portfolio of prospects, which span individuals, corporations, and foundations to build a pipeline of 10-15 solicitations per year and achieve \$1-3 million in financial targets annually
- Assume responsibility for cultivating support from donors individually and/or in collaboration with the Executive Director, Dean, Decanal team, faculty and volunteers.
- Conduct 96 personal visits annually to support fundraising targets; provides input into briefing notes and completes call reports for all meetings
- Ensure ongoing development of a robust pipeline to support annual fundraising targets and sustainable growth
- Develop and implement strategies and comprehensive campaign plans to maximize fundraising support
- Ensure strong alignment of fundraising activities with the mission and vision of the Faculty and the University
- Develop strategies to maximize fundraising support, and to identify prospective donors for fundraising initiatives
- Achieve an annual target of intentional and purposeful calls with a focus on pipeline building and key cultivations and solicitations at the major and principal gift levels
- Support calls with the Dean and Senior Academic Leaders across the portfolio annually
- Successfully solicit an annual target of gifts, with a focus on major and principal gift levels, and confirms new legacy gift expectancies
- Work closely with University Advancement leaders to ensure the annual calendar of events provides opportunity for donor and prospect engagement

## What we're looking for

- Ability to effectively collaborate in the achievement of a fundraising or revenue-generating campaign and realize targets, preferably in an academic setting
- Demonstrated experience leading a team
- Excellent oral and written communication skills with an emphasis on proposal development and presentation to internal and external contacts
- Strong project management skills and the ability to manage multiple projects at once from conception to completion with tightly prescribed timelines
- Ability to establish and build healthy working relations and partnerships with clients, peers and external stakeholders
- Exceptional organizational skills and the ability to manage activities both for self and others effectively
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution and people management skills
- Flexible, resourceful, creative and pro-active work style with a can-do, enthusiastic attitude
- Emotional Intelligence (to ensure own work-life balance and good collegial relationships are maintained)
- Demonstrated commitment to ongoing learning and professional development to stay informed about fundraising initiatives and the unit's missions and objectives
- Results-oriented with an ability to handle many tasks and maintain a high level of individual and team performance
- Flexibility to work outside of regular business hours and travel frequently
- Advanced computer skills in Microsoft Office and a client/donor relations management software





## About Schulich Medicine & Dentistry

The Schulich School of Medicine & Dentistry's world-class educational experiences and health care innovations improve the health and well-being of people within our region and beyond our borders.

With this opportunity to impact the lives of citizens comes great responsibility. In embracing this responsibility, we will strive for excellence. Schulich's rich health care legacy, continual investments in medical research, strong partnerships, and trusted role in the region have uniquely positioned us to be global leaders in health care.

The School has adopted an ambitious mandate – one that will propel us to the forefront of health education, research, and innovation for generations to come. Schulich's new Strategic Plan seeks to centre the School as a premier destination for health education and research; to attract and retain the best and the brightest minds; to enhance the future of health; and to strengthen Western and Schulich's reputation across the country and around the world.

Achieving these ambitious goals will take a special team – a group committed to quality, forward-focused, continually raising the bar in our research, education, and clinical endeavours.

**We hope you'll join us.**

## Additional Information

### How to Apply

This position requires residency in London, Ontario. In order to apply, please submit a comprehensive CV along with a covering letter which sets out your interest in the role and encapsulates the aspects of your experience relevant to the required criteria. Interested applicants are asked to visit: [www.recruit.uwo.ca](http://www.recruit.uwo.ca) to apply online to **Job ID 38607**, by **May 22nd, 2025** or by emailing [mpareti@uwo.ca](mailto:mpareti@uwo.ca). Applicants should include the names and contact information of three references with their application.

### Western Values Diversity

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Human Resources at [hrhelp@uwo.ca](mailto:hrhelp@uwo.ca) or phone 519-661-2194.

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### Contact Details

Inquiries can be directed to:

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