



CHAPMAN
UNIVERSITY

EXECUTIVE VICE PRESIDENT AND CHIEF ADVANCEMENT OFFICER
CHAPMAN UNIVERSITY
ORANGE, CALIFORNIA

Aspen Leadership Group is proud to partner with Chapman University in the search for its next Executive Vice President and Chief Advancement Officer.

The Executive Vice President and Chief Advancement Officer will play a critical role in advancing Chapman University's mission, leading a dynamic and passionate team to elevate the university's philanthropic efforts and ensure the success of its comprehensive advancement program. Partnering closely with the President, the Executive Vice President will oversee a broad range of initiatives, from strategic leadership in development, alumni engagement, and donor relations to guiding the successful completion of the \$500 million *Inspire* campaign. This pivotal role offers the opportunity to work within Chapman's tight-knit community—an environment where collaboration, personalized attention, and mutual support are key values—and to help nurture a culture of philanthropy that will secure the resources needed for Chapman's continued growth and excellence. As Chapman embraces a period of transformation, driven by the university's strategic plan, *Our Path to Greatness*, this leadership role will be integral in driving both immediate and long-term philanthropic success. The Executive Vice President will work to expand and deepen engagement with donors and volunteers, while cultivating the next generation of supporters who will help fuel the university's future. With the ongoing support of a committed Board of Trustees, the President, and university leadership, this role offers an opportunity to build upon Chapman's remarkable momentum and lead an advancement program poised to surpass the university's goals and strengthen its position as a nationally recognized institution of academic distinction.

ABOUT CHAPMAN UNIVERSITY

Chapman University, founded in 1861, is a nationally ranked, mid-sized private institution, known for its commitment to excellence through research and innovative teaching, as well as its distinctive approach to personalized education. Located just 15 miles from the beach in Orange, California, Chapman's main campus is close to industry leaders in fields from science to screenwriting that propel and jumpstart student careers. The Rinker Health Sciences campus serves graduate students in nearby Irvine, California, which is home to numerous hospitals, labs, and medical and pharmaceutical businesses. Channeling the entrepreneurial spirit of the West Coast, Chapman's proximity to Los Angeles helps students land internships, job prospects, and other opportunities with industry leading organizations. University facilities offer an array of the latest educational and technological resources, housed in a blend of new, state-of-the-art, and historic buildings.

Chapman University attracts high-achieving undergraduate and graduate students from across the United States and internationally. Its campuses are home to nearly 10,000 students representing 49 states, two territories, and 82 countries. The 11 schools and colleges of Chapman offer more than 100 majors and minors, some 40 graduate degree and certificate programs, and ten doctoral programs, along with nearly 60 minors and 17 accelerated and bridge programs.

In addition to its schools and colleges, Chapman is home to several innovative independent centers and institutes focused on advancing research in a variety of disciplines, from economics and entrepreneurship to human rights and quantum studies.

Classes are taught by the more than 1,250 dedicated faculty members who are leaders in their fields, including Nobel Prize recipients, MacArthur Fellows, National Medal of Science honorees, former U.S. Supreme Court clerks, and Emmy, Grammy, and Academy Award winners. Despite its remarkable growth—nearly doubling its enrollment in the last decade—Chapman fulfills its promise of providing its students with innovative teaching and individualized attention. With a 12:1 student to faculty ratio, learners experience the personalized education for which Chapman is known. With extraordinary faculty and staff support, students are thriving at Chapman, with an average retention rate of 90%. Beyond its renowned faculty and academic excellence, students have opportunities outside of the classroom to participate in the more than 175 student organizations and 23 intercollegiate athletic teams that compete in NCAA Division III. With nearly 60,000 alumni worldwide, there is always someone cheering for the success of Chapman students and alumni.

Chapman University has always been a place where potential translates to possibility, which ties to its mission to provide personalized education of distinction that leads to inquiring, ethical, and productive lives as global citizens. As an institution that began with inclusivity, a passion for teaching and learning, and forward-looking optimism at its core, Chapman continues to champion these goals today.

Chapman University is ranked in the top 15% of American colleges and universities. According to *The Princeton Review*, Chapman is an “extraordinary blend of liberal arts, science, and professional programs,” and one of the nation’s best institutions for undergraduate education. Chapman also has been identified as a top producer of Fulbright Scholars and has been named one of the “Most Innovative” universities in the nation by *U.S. News & World Report*. Chapman’s Dodge College of Film and Media Arts was named fourth among top American film schools by *The Hollywood Reporter* for the past three years. *U.S. News & World Report* ranked many other schools and programs at Chapman within the top 100 in the nation, including Argyros School of Business and Economics, the School of Pharmacy, and the M.M.S. in Physician Assistant Studies.

In 2019, Chapman achieved an important milestone with its elevation to R2 status, which recognizes High Research Activity, under the Carnegie Classification of Institutions of Higher Education. This designation acknowledges Chapman’s rigorous research, doctoral, and professional practice degree programs and places Chapman in a small cohort of research institutions that receive this recognition of their excellence as research-focused institutions. Indeed, only 10 percent of all U.S. universities achieve R2 designation.

Chapman’s academic excellence and momentum as an institution are supported by its healthy financial position, resulting from careful planning and the thoughtful stewardship of university assets. Further, the university’s endowment exceeds \$850 million and has been amongst one of the fastest-growing university endowments in the country.

REPORTING RELATIONSHIPS

The Executive Vice President and Chief Advancement Officer will report to the President-Elect, Matt Parlow. The Executive Vice President will oversee a team of approximately 50 staff, including six direct reports: the Vice President of Development, Associate Vice President of Engagement and Volunteerism, Assistant Vice President of Advancement Operations, Assistant Vice President of Gift Administration and Stewardship, Special Projects Manager, and Executive Assistant.

FROM THE PRESIDENT-ELECT

Chapman University is a special place. We talk a lot about the Chapman Family here, and our culture values a collaborative, mutually supportive, and personalized environment where students and colleagues thrive. Indeed, even at this mid-sized, private university, it is surprising to walk across campus and run into a colleague who you do not yet know. Chapman's tight-knit community draws a special kind of student, faculty, colleague, alum, employer, and supporter to engage with—and immerse themselves in—our dynamic university. We believe deeply in Chapman's mission and the transformational impact that our personalized education of distinction has on our students, the opportunities they have after graduating, and their contributions to the world.

At Chapman, we have reached a pivotal time in our history. Founded in 1861, Chapman has experienced near-unprecedented growth during the last thirty years, evolving from a regional college with approximately 2,000 students to a nationally ranked, R-2 comprehensive research university of nearly 10,000 students. We recently adopted our current strategic plan, [Our Path to Greatness](#), an ambitious five-year plan that sets a course towards significantly elevating Chapman's academic excellence. The Chapman Family is excited about our strategic plan, and our comprehensive campaign, [Inspire: The Campaign for Chapman University](#), will help fuel our success. In February 2023, we announced the public phase of the campaign, and as of February 2025, we are already more than \$400 million towards the \$500 million goal. We are well-positioned—in fact, confident—that we will meet our collective goals.

Our next Executive Vice President and Chief Advancement Officer will have an exciting opportunity to lead a talented and dedicated team to reach new heights in our philanthropic support and advancement efforts. With the momentum we are experiencing and under your leadership, University Advancement is poised to surpass our campaign goal—the largest campaign in our history—and, in the process, actualize our strategic plan. Perhaps just as importantly, you will have the opportunity to lead this team in achieving the yearly success we have enjoyed, while focusing on building a strong pipeline of donors that will help fuel Chapman's future success. Our Board of Trustees and I are all resolutely committed to partnering with you to achieve great success with the comprehensive campaign and in our fundraising more generally. In this role, you will also serve on the Executive Leadership Team at Chapman, and I look forward to partnering with you and the other Executive Vice Presidents to advance Chapman in dynamic and meaningful ways. In these regards—and in this critical role—you will have the immediate and engaged support of university leadership and a philanthropic ecosystem that is ready for a seasoned leader to elevate the culture of giving at Chapman. I hope that we will have the opportunity to discuss this impactful and exciting opportunity.

— Matt Parlow, President-Elect

LEADERSHIP

Matt Parlow

President-Elect

Matt Parlow will serve as Chapman's 14th President, effective September 2, 2025, following the planned retirement of current President Daniele Struppa from the Office of the President.

Over his 12 years at Chapman, Parlow has been instrumental in propelling the institution toward becoming one of the nation's elite academic universities as a member of executive leadership and an administrator-scholar. Matt has led *Inspire: The Campaign for Chapman University* that has raised more than \$400 million to date—the largest and most ambitious fundraising initiative in the university's history.

Prior to this position, Parlow enhanced the standing and performance of the Dale E. Fowler School of Law while serving as the Dean and Donald P. Kennedy Chair in Law. His accomplishments, among many, include improving the school's *U.S. News & World Report* ranking by more than 20 spots and recruiting the most diverse and high-performing classes in the law school's history.

Before joining Chapman, Parlow served as a professor and an associate dean for academic affairs at Marquette University Law School, where he improved the school's skills-based course selection and employment ranking, and he taught property, land use, legislation, and sports law—his area of academic expertise which he co-taught with Major League Baseball Commissioner Emeritus Bud Selig.

Earlier in his career, he practiced law at the prominent firm Manatt, Phelps, and Phillips and clerked for Judge Pamela Ann Rymer of the U.S. Court of Appeals for the Ninth Circuit. He also worked in the White House's Office of the Legal Counsel and for the Office of Mayor Richard J. Riordan as a press deputy and policy analyst in Los Angeles, his hometown. He earned his undergraduate degree in history from Loyola Marymount University and his J.D. from Yale Law School.

PRIMARY RESPONSIBILITIES

Advancement Leadership

The Executive Vice President and Chief Advancement Officer will

- work collaboratively with the President in the development and implementation of an innovative comprehensive advancement program that progressively strengthens annual revenue growth and a campus-wide culture of philanthropy, ensuring that Chapman University has sufficient resources to achieve its goals and fulfill its mission;
- provide University Advancement with innovative, energetic, and strategic leadership across the areas of Development, College and School Development, Annual Giving, Corporate and Foundation Relations, Prospect Research and Management, Development Communications, Legacy Planning, Alumni Engagement, Parent Engagement, Volunteer Engagement, Support Groups, Advancement Systems, Advancement Operations, Donors Relations, and Stewardship;
- provide vision, leadership, direction, mentoring, and support to advancement leadership in the implementation of fundraising and engagement programs and achieving the strategic and annual revenue goals set together with the President;
- assess current development strategies and fundraising potential and develop a strategic plan that enhances fundraising activity and results in sustainable long-term growth in philanthropic contributions including growth in unrestricted, restricted, major and principal gifts, capital, and endowment;

- develop and deploy a strategic, forward-thinking operating model that utilizes and is enabled by metrics, data analytics, and predictive modeling to build portfolios and inform fundraising strategies;
- establish development goals and benchmarks and track progress, ensuring that the team adjusts its strategies and tactics, as necessary, to meet goals;
- develop and implement innovative plans that identify and engage new individual and institutional donors at all levels from annual giving to transformational giving as well as increase donor retention and existing donors' giving;
- oversee the development and implementation of meaningful engagement and volunteer programs and initiatives that strengthen constituents' sense of loyalty and connection to the university, ultimately leading to greater philanthropic support;
- design and oversee the implementation of initiatives that increase alumni participation rates;
- initiate and oversee engagement strategies and special events that engage and cultivate high-profile prospects;
- ensure that development and engagement activities across the university are well coordinated and support both institutional and unit-specific priorities;
- orchestrate the participation of the President, Provost, deans, faculty members, trustees, and volunteers in the joint cultivation and stewardship of key funding sources; and
- ensure ongoing, high-touch support is provided to parents through centralized hotlines, email communication, and other methods of communication.

Campaign Leadership

The Executive Vice President and Chief Advancement Officer will

- work collaboratively with the President in the development and implementation of campaign strategies that build the endowment and ensure that the university has sufficient resources to achieve its goals and fulfill its mission;
- lead the \$500 million *Inspire* campaign, overseeing the public phase of the campaign and bringing it to a successful closure;
- develop clear and compelling messaging that leverages the strengths and aspirations of Chapman University, generates excitement about the university's trajectory, and results in philanthropic support for the *Inspire* campaign; and
- oversee the preparation of written proposals and targeted marketing for the *Inspire* campaign, naming opportunities, donor cultivation, and stewardship.

Personal Portfolio

The Executive Vice President and Chief Advancement Officer will

- serve as the lead principal gift officer for the university's highest-potential donors and prospects;
- personally cultivate, solicit, and steward a select portfolio of up to 50 principal gift prospects; and
- lead the frontline fundraising team by example, personally securing and stewarding principal and transformational gifts.

Board Relations

The Executive Vice President and Chief Advancement Officer will

- serve as an ex-officio member of the Board of Governors, and as the university's liaison to the Advancement Committee and the Nominating and Governance Committee of the Board of Trustees;
- partner with the President and Board leadership in the identification, recruitment, and cultivation of new board members and the identification of potential Board leaders; and

- support the participation of Board members in the cultivation and stewardship of key funding sources.

Division Leadership

The Executive Vice President and Chief Advancement Officer will

- lead, support, and mentor the division's staff of approximately 50 professionals, promoting a culture of excellence, collaboration, and professional growth;
- oversee personnel activities and effective management within the division including hiring, training, coaching, performance assessment, and feedback;
- set clear, well-defined direction, priorities, and measurable goals for University Advancement team members;
- ensure that team members execute effective prospect and donor management strategies that result in meaningful engagement and the successful solicitation of gifts;
- ensure the accurate and timely completion of gift documentation, consistent with best practices;
- foster a work environment that recognizes and rewards performance, supports innovation, builds confidence, encourages collaboration and teamwork, reduces silos, ensures continued professional development, and retains staff;
- oversee the division's operating budget, ensuring the strategic allocation of resources as well as strong financial stewardship;
- ensure staff are knowledgeable of and in compliance with all regulations and laws, policies, procedures, and ethical standards related to fundraising; and
- ensure collaboration with a variety of campus offices to ensure advancement activities and the operation of the division comply with university policies, IRS and other federal and state regulations.

PREFERRED COMPETENCIES AND QUALIFICATIONS

Chapman University seeks an Executive Vice President and Chief Advancement Officer with

- a commitment to the mission of Chapman University—to provide personalized education of distinction that leads to inquiring, ethical, and productive lives as global citizens;
- experience as a leader within university advancement or a similar, complex institution including experience serving as an active, engaged member of an executive leadership team;
- an ability to think and act strategically as both a university leader and an advancement leader;
- depth of knowledge in all key areas of advancement, including designing, implementing, and closing a comprehensive campaign;
- experience building upon an existing advancement division, resulting in a meaningful increase in philanthropic revenue;
- experience managing a portfolio of high-level prospects and donors and personally securing principal and transformational gifts;
- an ability to increase the effectiveness of a fundraising operation and its staff through established objectives and performance standards;
- strong management skills and an ability to establish a team and goal-oriented environment that empowers staff, fosters professional development, and celebrates achievement;
- an ability to train and motivate frontline fundraising teams to meet annual fundraising goals;
- an ability to use data analytics and predictive modeling to build portfolios and inform and optimize fundraising practices;

- an ability to partner effectively with vice presidents, deans, and other university leaders to achieve fundraising goals;
- superior communication skills, including engaging speaking skills, strong writing and active listening skills, and an ability to communicate effectively across constituencies and platforms;
- an ability to build trusting and productive relationships with a wide range of constituents;
- experience with board development and utilizing the time, talent, and resources of boards, particularly in the cultivation of prospects;
- an ability to represent Chapman University in a positive light, communicate persuasively and passionately to, and collaborate effectively with, internal and external constituencies;
- the exceptional interpersonal skills needed to develop and maintain relationships, exercise diplomacy, and build partnerships;
- the financial acumen needed to provide reports and analysis to leadership and boards;
- experience managing budgets and creating operational efficiencies that make the best use of resources;
- an understanding of academic and research functions as well as the operating principles of a private university; and
- technological competency across platforms and applications, including CRM databases.

A bachelor's degree and at least 12 years of progressively responsible advancement experience are required for this position. Knowledge of Orange County and the greater Southern California philanthropic and business communities is a plus. Chapman University will consider candidates with a broad range of backgrounds. If you are excited about this role and feel that you can contribute to Chapman, but your experience does not exactly align with every qualification listed above, we encourage you to apply.

SALARY AND BENEFITS

The salary range for this position is \$450,000 to \$500,000 annually. Chapman University offers a comprehensive [package of benefits](#).

LOCATION

This position is in Orange, California.

APPLICATION INSTRUCTIONS

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

To apply for this position, visit:

[*Executive Vice President and Chief Advancement Officer, Chapman University.*](#)

To nominate a candidate, please contact [Don Hasseltine](#).

All inquiries will be held in confidence.