



## Development Director, Major Gifts

### Leadership Profile

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## The Opportunity

The University of Texas Health Science Center at Houston ("UTHealth Houston") seeks an established fundraiser to serve as a Development Director, Major Gifts. This is a unique opportunity to join a philanthropy team supporting one of the most respected academic medical centers.

Founded in 1972, UTHealth Houston is a comprehensive academic health university in Texas, uniting schools of dentistry, medicine, nursing, public health, biomedical sciences, and biomedical informatics. Located in the Texas Medical Center, considered the largest medical center in the world, UTHealth Houston comprises more than 60 owned buildings and leased facilities totaling nearly 5 million square feet of usable space. Its mission is to educate health science professionals, discover and translate advances in the biomedical and social sciences, and model the best practices in clinical care and public health. UTHealth Houston's development team is responsible for all private support to the organization from alumni, parents, friends, and foundations. In April 2023, UTHealth Houston completed its largest comprehensive Campaign, *MANY FACES. ONE MISSION. The Campaign for UTHealth*. The Campaign raised \$534.4 million, becoming the largest gift of its kind in Houston's history. More than 11,315 donors contributed to the record sum. UTHealth Houston looks forward to building on the Campaign's momentum.

The Development Director, Major Gifts (Director), will play a key role on the development team. The Director will manage a portfolio of donors and look to raise \$2 million annually. The Development Director will develop, implement, and evaluate comprehensive fundraising and advancement efforts to identify, cultivate, solicit, and steward major gifts, planned gifts, endowments, and annual giving programs to benefit the assigned service line or school within UTHealth Houston. With the Campaign's conclusion, UTHealth Houston has an opportunity to steward existing donors and engage new audiences.

The ideal candidate will be a distinguished fundraiser with a proven track record of major gift solicitations. The individual should be a team player who is intellectually curious. The ideal candidate should have at least five years of related professional experience, preferably in medicine, health care, higher education, or science.

The Development Director will have a deep commitment to advancing the quality of human life by enhancing the diagnosis, treatment, and prevention of disease and injury and promoting individual health and community well-being. This commitment will be complemented by experience in highly matrixed, complex organizations, ensuring the selected Director can understand and learn organizational relationships and dynamics and use them to achieve objectives.

To submit a nomination or express a personal interest in this position, please see Procedure for Candidacy at the end of this document.

## Organization Overview

UTHealth Houston is a comprehensive health science university focused on educating health science professionals, discovering and translating advances in the biomedical and social sciences, and modeling best practices in clinical care and public health. The university advances the quality of human life by improving the diagnosis, treatment, and prevention of disease and injury while promoting individual health and community well-being.

Established in 1972 by the University of Texas System Board of Regents, UTHealth Houston serves as Houston’s health university and one of Texas’ most essential resources for health care education, scientific innovation, and excellence in patient care.







UTHealth Houston is a key member of the Texas Medical Center, the world’s largest life sciences destination. The Texas Medical Center comprises 61 institutions and employs more than 120,000 people. It receives more than 160,000 visitors each day and over 7.2 million visits each year. This environment supports exceptionally high standards in patient care, research, and education, enabled by extensive collaboration among member institutions.

UTHealth Houston has earned national recognition for its research excellence. The university continues to rank among the top institutions in the United States for National Institutes of Health research funding. The Cizik School of Nursing ranked number eight nationally with nearly \$12 million in federal research support in 2025 and maintained its position as the top program in Texas for the third consecutive year. The UTHealth Houston School of Public Health ranked number one in Texas, seventh among publicly funded schools in the United States, and fifteenth nationally, with nearly thirty-one million dollars in federal support. These accomplishments reflect the university’s strength in discovery, scientific leadership, and interdisciplinary collaboration.

<https://patientdaily.com/stories/670310254-uthealth-houston-marks-progress-with-topping-out-ceremony-for-new-facility>

In September 2025, Melina R. Kibbe, M.D., a nationally recognized physician-scientist and academic leader, became President of UTHealth Houston and the Alkek Williams Distinguished Chair. Dr. Kibbe brings extensive experience in clinical leadership, research innovation, and academic excellence. Her leadership marks a new chapter for the university, emphasizing collaboration, growth, scientific advancement, and continued commitment to improving health for individuals and communities. <https://communityimpact.com/houston/bellaire-meyerland-west-university/health-care/2025/02/18/uthealth-houston-officials-announce-new-interim-president/>

Together, UTHealth Houston’s seven schools, clinical partnerships, and expansive research portfolio support a unified mission to improve health through education, discovery, and outstanding patient care.

		
		
<b>EDUCATION</b>	<b>RESEARCH</b>	<b>PATIENT CARE</b>
UTHealth Houston’s faculty educate and train the next generation of health care providers and researchers to deliver outstanding patient care and improve community health in Houston and beyond.	Faculty and students conduct research to improve the dual pillars of health and well-being while addressing the nation’s most pressing public health crises. million awarded to date.	UTHealth Houston has provided more millions in unreimbursed charity care. Their faculty, residents, fellows, and students provide inpatient care at its primary teaching hospital affiliates.



## Mission & Vision

### Mission

As a comprehensive health science university, the mission of UTHealth Houston is to educate health science professionals, discover and translate advances in the biomedical and social sciences, and model the best practices in clinical care and public health.

We pursue this mission in order to advance the quality of human life by enhancing the diagnosis, treatment, and prevention of disease and injury, as well as promoting individual health and community well-being.

### Vision

Excellence above all in the quest to be an acknowledged leader in the collaboration to treat, cure, and prevent the most common diseases of our time through education, research, and clinical practice.

## Schools

### Cizik School of Nursing



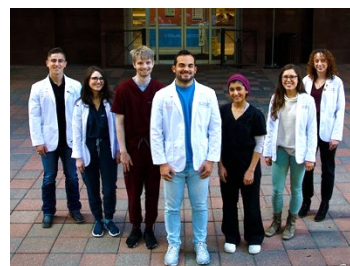
Since its founding in 1972, the Cizik School of Nursing has prepared more than 13,000 nurses for careers in patient care, research, nursing education, and leadership. Its programs include the Bachelor of Science in Nursing, Master of Science in Nursing, Doctor of Nursing Practice, and Doctor of Philosophy, as well as postgraduate certificates. The school is named in recognition of a \$25 million gift from Jane and Robert Cizik in 2017, which endowed scholarships, faculty chairs, research initiatives, and a distinguished lecture series.

The school continues to excel in research, ranking number eight nationally and number one in Texas for National Institutes of Health-funded nursing research in 2025, with nearly twelve million dollars in support.

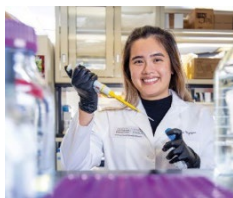
Beginning in Spring 2026, the Future Nurses Fund will provide qualifying students with full in-state tuition and fees, strengthening nursing workforce development and widening access.

### McGovern Medical School

McGovern Medical School enrolls nearly one thousand medical students and a comparable number of residents and fellows, making it one of the largest and most diverse medical schools in the nation. Established in 1969 to address physician shortages and harness the growing resources of the Texas Medical Center, the school was renamed in 2015 following a \$75 million gift from the John P. McGovern Foundation, the largest philanthropic gift in UTHealth Houston's history. The endowment continues to support the McGovern Center for Humanities and Ethics. In 2025, LaTanya J. Love, MD, was appointed Dean, strengthening academic leadership across education, research, and clinical training.



### MD Anderson Cancer Center UTHealth Houston Graduate School of Biomedical Sciences (GSBS)



Established in 1963, GSBS is a unique joint graduate school formed by UTHealth Houston and MD Anderson Cancer Center. Its mission is to prepare researchers who will advance scientific discovery across diseases, including neurodegenerative disorders, infectious diseases, and cancer. Students train with internationally recognized faculty conducting transformative research that fuels innovation in diagnosis, treatment, and prevention.

Philanthropy strengthens this partnership-driven school, supporting high-impact scientific inquiry and educational opportunities for the next generation of biomedical researchers.

### UTHealth Houston School of Public Health

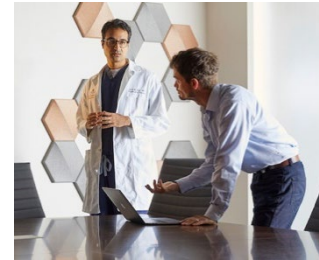
Founded in 1967, the School of Public Health leads statewide public health education and research, serving more than fifteen hundred students across multiple Texas campuses. In 2023, the school broke ground on a \$299 million, 10-story facility in the Texas Medical Center, which will open in 2026. This new building will support advanced research laboratories, distance learning technology, and modern teaching spaces that expand public health education statewide.



The school is ranked the number one School of Public Health in Texas and continues to secure substantial federal research support.

### McWilliams School of Biomedical Informatics

The McWilliams School of Biomedical Informatics is a global leader in artificial intelligence, health data science, clinical informatics, and bioinformatics. Its programs span advanced master’s, doctoral, and certificate programs that prepare professionals to lead in data-driven health care.



The school was renamed following a \$22 million gift from UTHealth Houston development board member D. Bradley McWilliams, which significantly expanded its capacity for innovation, faculty support, and informatics research. Recent achievements include major federal awards that advance health data infrastructure and Alzheimer’s disease research, further elevating the school’s national leadership.

### UTHealth Houston School of Dentistry

Founded in 1905, the School of Dentistry was the first dental school in Texas and a founding member of the Texas Medical Center. Each year, it educates 100 Doctor of Dental Surgery students and 40 dental hygiene students, who train through on-site clinics, hospital rotations, and community health initiatives.



The school remains a leader in dental research and was ranked number one in Texas and among the top ten nationally in National Institutes of Health funding for dental research.

Philanthropic support advances its clinical and educational mission by enabling student scholarships, enhancing facilities, and supporting community outreach programs.

### School of Behavioral Health Sciences



The School of Behavioral Health Sciences, officially approved in 2023, is UTHealth Houston’s seventh school and addresses the state’s critical shortage of mental and behavioral health professionals. Its programs will include advanced degrees in clinical psychology, cognitive and behavioral sciences, and clinical social work, with certificate and dual-degree options.

Students train across the UTHealth Houston behavioral health campus, including the John S. Dunn Behavioral Sciences Center and UTHealth Houston Harris County Psychiatric Center. These facilities strengthen clinical training and research that directly impact patient care and workforce development across Texas.

## UTHEALTH HOUSTON AT A GLANCE

**2,532**

Full-time and part-time faculty

**8,844**

Total staff

**5,047**

Total students

**55,000+**

Alumni making a difference around the globe

## Leadership

### Melina R. Kibbe, MD, President, UTHealth Houston



Melina R. Kibbe, MD, became president of UTHealth Houston and Alkek-Williams Distinguished Chair in September 2025, bringing with her a distinguished career as a physician-scientist, educator, and national leader in academic

medicine.

Kibbe leads UTHealth Houston's mission to chart bold new paths in education, research, and clinical care, building on a legacy of excellence to shape the future of health care in Texas and beyond.

Prior to joining UTHealth Houston, Kibbe served as dean of the School of Medicine, the James Carroll Flippin Professor of Medical Science, and Chief Health Affairs Officer at the University of Virginia (UVA), and was also professor in the Departments of Surgery and Biomedical Engineering. Before her time at UVA, she was chair of the Department of Surgery at the University of North Carolina (UNC), where she was the Colin G. Thomas, Jr. Distinguished Professor and held an adjunct professorship in Biomedical Engineering. She began her academic career at Northwestern University, serving as vice chair of research in the Department of Surgery and deputy director of the Simpson Querrey Institute for BioNanotechnology.

Clinically, Kibbe has extensive experience in both open and endovascular surgery. She is board-certified in general and vascular surgery.

Kibbe's research interests focus on developing novel drug-eluting therapies for patients with vascular disease, while simultaneously studying the mechanism of how these therapies impact the vasculature. She has been funded as principal investigator by the National Institutes of Health, U.S. Department of Defense, Department of Veterans Affairs, American Heart Association, and American Medical Association, among others, and has served as co-investigator, consultant, or mentor on other federally supported awards. She has also led national and site gene and cell-based clinical trials for patients with critical limb ischemia and has

served as a consultant for clinical trials related to the care of patients with peripheral artery disease. She holds more than 10 patents or provisional patents. Her research was recognized by President Barack Obama with the Presidential Early Career Award for Scientists and Engineers in 2009.

Throughout her career, Kibbe has served in national positions of leadership. She is the editor-in-chief for JAMA Surgery. She has served as president for the Association for Academic Surgery, the Midwestern Vascular Surgical Society, the Association of VA Surgeons, and the Surgical Biology Club II. She is also the secretary for the American Surgical Association, chair of the Scholarship Committee for the American College of Surgeons, and an active member of other societies. She was inducted into the American Society for Clinical Investigation and the National Academy of Medicine.

Kibbe has authored more than 300 peer-reviewed publications, reviews, and book chapters, and presented more than 240 abstracts nationally and internationally. Her awards include the Society of Vascular Surgery Women's Leadership Award, American Medical Women's Gender Equity Award, American Medical Student Association Women Leaders in Medicine Award, Northwestern University Tripartite Award, Association of VA Surgeons Presidential Citation, University of Chicago Distinguished Service Award, and Virginia Business 2023 Women in Leadership Award. She is also a member of the Alpha Omega Alpha Medical Honor Society and has received 24 teaching awards for her commitment to medical education.

In addition to her clinical and academic work, Kibbe co-founded VesselTek BioMedical, LLC, and served as its chief medical officer.

A native of Southern California, Kibbe graduated from the University of Chicago with a degree in biological sciences in 1990 and earned her medical degree from the university's Pritzker School of Medicine in 1994. She completed her internship, residency, and research fellowship at the University of Pittsburgh Medical Center, followed by a vascular surgery fellowship at Northwestern University.



**Kevin J. Foyle, MBA, CFRE**  
**Senior Vice President,**  
**Development and Public Affairs,**  
**UTHealth Houston**

Kevin J. Foyle, MBA, CFRE, is the senior vice president of development and public affairs for UTHealth Houston, where he oversees all aspects of UTHealth Houston's development program, including principal, planned, major, and annual gifts; corporate and foundation relations; alumni and donor relations and communications; and development operations and compliance, as well as the university's external and internal communications.

Since 2013, Foyle has managed the development programs, including the university's \$500 million comprehensive funding campaign to carry out UTHealth Houston's mission to educate health science professionals, discover and translate advances in the biomedical and social sciences, and model the best practices in clinical care and public health. Under his leadership, UTHealth Houston has received several transformational gifts, including a \$75 million gift from the John P. McGovern Foundation, a \$25 million gift from Jane and Robert Cizik, and a \$25 million commitment from the

John S. Dunn Foundation. He has also played an integral role in elevating UTHealth Houston's brand through strategic marketing initiatives, including the popular "Many Faces of UTHealth Houston" campaign.

Foyle has 30 years of development experience based in the Houston community. Before coming to UTHealth Houston, he served in multiple roles at Rice University, culminating in his efforts as the associate vice president for development, directing a \$1 billion campaign and managing a team of 70. Previously, he raised major gifts for The University of Texas MD Anderson Cancer Center within their \$351 million campaign. Prior to that, Foyle was the director of institutional advancement at Texas Chiropractic College, where he oversaw fundraising, alumni, and public relations.

Foyle is a graduate of Trinity University and of the University of Houston-Clear Lake with a master's degree in business administration. Additionally, he serves as the immediate past chair of the board of the Association of Fundraising Professionals (AFP) Global, the world's largest organization of charitable fundraisers. In 2017, he was awarded the Outstanding Fundraising Executive of the Year by the AFP Greater Houston Chapter.



**Susan Simon**  
**Senior Director of Development**

Susan M. Simon serves as Senior Director of Development at UTHealth Houston, where she manages a team of Major Gift Officers within the Individual Giving program. She provides strategic direction, portfolio guidance, and mentorship to frontline fundraisers while maintaining an active portfolio of major and principal gift prospects. Since joining UTHealth Houston in 2015, Simon has partnered with university leadership to advance philanthropic priorities across the institution. She played a key role

in securing major and principal-level commitments during UTHealth Houston's \$500 million comprehensive campaign and continues to cultivate and close gifts that advance the university's mission.

With more than 25 years of experience in development and business development in the Houston community, Simon brings expertise in relationship building and strategic engagement. Prior to joining UTHealth Houston, she held senior business development roles in the private sector, partnering with publicly traded companies and C-suite executives to cultivate strategic relationships and drive growth. She is a graduate of The University of Texas at Austin.

## Position Summary

### Reporting Relationships

Reporting to the Director of Development II, the successful Director will manage a donor portfolio and partner with various campus stakeholders. The Director will not supervise staff.

### Responsibilities

The successful Development Director candidate will:

#### Major Gift Strategy & Donor Portfolio Development

1. Develops strategy and solicits major gifts primarily from individuals and occasionally from firms, corporations, and foundations; identifies, cultivates, and manages a large pool of prospective donors and qualifies leads.
2. Constructs a set of activities and initiatives leading to the solicitation of major gifts; works with volunteers to identify individual, corporate, and foundation prospects.
3. Works with the Prospect Research team to develop a strong and continuous donor pool.
4. Participates in strategic planning with volunteer/advisory boards, communications, and public relations; serves as a liaison in planned giving, corporate, and foundation relations.
5. Works with the Dean and faculty to formalize funding priorities and develop strategies for achieving major gift goals.

#### Donor Engagement, Stewardship & External Representation

6. Travels primarily in-state, with occasional national travel, to secure private support from alumni, individuals, corporate, and foundation representatives.
7. Steward alumni involved with major initiatives conduct follow-up visits and work creatively to close pending solicitations.
8. Participates in University development meetings and attends events/special functions as required.
9. Meets monthly goals for donor visits as well as proposal, fundraising, program, and planned giving goals established by the central Development Office.
10. Leads special fundraising initiatives, such as priority programs or events, that enhance fundraising success.

#### Leadership, Operations & Compliance

11. May manage HR activities including recruitment, hiring, termination, training, professional development, mentoring, counseling, performance evaluations, and salary planning.
12. Designs, executes, and ensures the effectiveness of internal controls to support efficient operations, asset protection, and compliant, reliable financial information.
13. Performs other duties as assigned.



## Goals and Objectives

The following goals and objectives have been identified as priorities for this position:

### **Build a Sustainable Major Gifts Pipeline**

The Director will proactively identify and qualify new major gift prospects through structured discovery activities, including targeted outreach, qualification visits, and relationship building with alumni, annual donors, cold leads, and other under-engaged audiences. They will apply fundraising analytics, data-driven strategies, and a relationship-centered approach to develop and advance a sustainable, long-term portfolio.

### **Expand Philanthropic Engagement Across the Institution**

The institution has significant philanthropic opportunities across its schools, programs, and faculty. The Director will take a donor-centered approach to uncovering opportunities and aligning prospects with institutional priorities. Collaboration with campus partners will be essential in elevating fundraising across all units.

### **Manage and Grow a New Portfolio**

The Director will create and manage a new portfolio composed of prospects they identify and qualify. This role requires a fundraiser who excels in early-stage pipeline development, is comfortable with discovery work, and advances prospects with consistent follow-through and strategic intent.

### **Manage a Blended Portfolio**

The advancement program uses a collaborative, donor-centric metrics system that provides shared credit and supports blended donor engagements. The Director will work effectively within this model, ensuring coordinated, strategic outreach while contributing to team-based fundraising approaches.

### **Strengthen a Culture of Philanthropy**

In partnership with the Senior Director, the Director will support faculty, leaders, and colleagues in reinforcing a strong culture of philanthropy. This includes clarifying roles in donor engagement, promoting best practices, and helping the institution prepare for increased fundraising activity as Campaign efforts intensify.

### **Serve as a Collaborative and Professional Partner**

The Director will serve as a polished, proactive colleague who contributes to a high-performing team and represents the institution with professionalism. They will build strong internal and external relationships, operate effectively in a fast-paced environment, and help advance the institution during a period of significant momentum and growth under the new president.

## Candidate Qualifications

### Education/Certification

- Bachelor's degree in a related field required. Master's degree preferred.

### Knowledge and Work Experience

- At least 5 years of related professional fundraising experience required. Experience in medicine, health care, higher education, or science fields preferred

### Leadership Skills and Competencies

- Demonstrated experience working with senior-level and executive leadership.
- Ability to work with minimal supervision; demonstrated energetic and enthusiastic self-starter with the ability to relate well with and influence decisions of a diverse constituency.
- Proven track record of cultivating, soliciting, and closing gifts of \$50,000 and above.
- Ability to systematically analyze complex issues and resolve problems quickly, using discretion with sensitive material.
- Ability to effectively communicate complex information clearly in oral and written formats to a variety of audiences.
- Skill in working cooperatively in a team environment.

### Location

This position allows the candidate to work a hybrid schedule. The successful candidate is expected to be on campus regularly and should live within a reasonable commute of the Houston, Texas, office.



## Working at UTHealth Houston

As one of the most comprehensive health leaders in the Texas Medical Center, UT System, and the U.S. Gulf Coast region, UTHealth Houston offers professionals of all disciplines an outstanding work environment. Our talented researchers, educators, clinicians, and professionals are committed to building healthier communities in Texas and worldwide. While we take a multidisciplinary approach to care, each individual at UTHealth Houston can make a difference by bringing expertise, innovative thinking, and dedication to advancing human health.



### Security Sensitive:

This position is a security-sensitive position pursuant to Texas Education Code §51.215 and Texas Government Code §411.094. To the extent that a position requires the holder to research, work on, or have access to critical infrastructure as defined in Texas Business and Commerce Code §117.001(2), the ability to maintain the security or integrity of the infrastructure is a minimum qualification to be hired for and to continue to be employed in that position. Personnel in such positions, and similarly situated state contractors, will be routinely reviewed to determine whether factors such as criminal history or continuous connections to the government or political apparatus of a foreign adversary might prevent the applicant, employee, or contractor from maintaining the security or integrity of the infrastructure. A foreign adversary is a nation listed in 15 C.F.R. §791.4.

### Residency Requirement:

Employees must permanently reside and work in the State of Texas.

### Why Work at UTHealth Houston

UTHealth Houston serves as one of Texas's leading institutions for healthcare education, scientific innovation, and clinical excellence. The university plays a pivotal role in advancing the future of health, and professionals who join the organization contribute directly to this mission.

UTHealth Houston is recognized for its commitment to attracting and retaining top talent. The institution offers a comprehensive total rewards package aligned with best practices in the healthcare sector, providing competitive benefits and programs to support employee well-being, performance, and long-term career success.

### Highlights of Total Rewards Package

- 100% paid medical premiums for full-time employees
- Generous time off, including holidays, a preventative leave day, and both vacation and sick time—totaling approximately 37–38 days per year
- Increased vacation accruals the longer you stay
- Longevity pay begins after two years of service
- A robust retirement and pension program to help you build your financial future

### Supporting Employees' Well-Being

As a world-renowned institution, we care deeply about the well-being of every employee. UTHH work/life and wellness resources include:

- Free financial and legal counseling
- Free mental health counseling services
- Gym membership discounts and access to wellness programs
- Employee discounts (entertainment, car rentals, cell phones, and more)
- Resources for child and elder care
- Many more

## The Community

### Houston, Texas



Houston, the fourth-largest city in the United States and the largest metropolitan area without a state income tax, is a dynamic and diverse urban center. With over 2.2 million residents, it offers a blend of world-class arts, thriving businesses, professional sports, and acclaimed cuisine. The city's recognition on the national stage as "the New Capital of Southern Cool" and a culinary hotspot is well-deserved.

Houston's climate encourages outdoor living, allowing residents and visitors to explore its diverse neighborhoods, attractions, and over 55,000 acres of parks and green spaces. The city's cultural scene includes resident professional companies in ballet, opera, theater, and symphony, rivaled by only a few U.S. cities.

Houston is an economic powerhouse that boasts 22 Fortune 500 company headquarters, including NASA and the Texas Medical Center. Its affordability stands out, with a cost of living approximately 23.85% lower than in Chicago and about six percent below the national average.

Houston's appeal extends beyond its borders, drawing a multicultural population that speaks over 90 languages. The city's vibrant lifestyle, professional sports teams, and outdoor recreational opportunities make it a top choice for residents and newcomers. Houston's international flair, Southern charm, and exceptional quality of life make it one of the best places to live in Texas and a city that captivates tastemakers worldwide.

To learn more,  
visit: <https://www.visithoustontexas.com/> or <https://www.houstontx.gov/about/houston/tourism.html>.

## Procedure for Candidacy



All applications, nominations, and inquiries are invited. Applications should include, as separate documents, a CV/resume and a letter of interest. *Please do not add photos or reference contacts to your application materials.* Review of applications has begun and will continue until the position is filled.

Please submit all applications, nominations, and inquiries to the WittKieffer consultants, Ashley Buderus and Jevon Walton, through the WittKieffer Candidate Portal by [clicking here](#). New users should select “**Register Here**” to create an account before proceeding. After logging in, navigate to “**Open Positions**,” then locate the role by entering the institution’s name and clicking the search wheel.

Applications, nominations, and inquiries can also be directed to the WittKieffer consultants assisting UTHealth Houston with this recruitment via e-mail to [jwalton@wittkieffer.com](mailto:jwalton@wittkieffer.com).

**Ashley Buderus**  
Consultant  
[abuderus@wittkieffer.com](mailto:abuderus@wittkieffer.com)

**Jevon Walton**  
Associate  
[jwalton@wittkieffer.com](mailto:jwalton@wittkieffer.com)

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