



Texas Wesleyan
UNIVERSITY

Executive Director of Individual Giving

Fort Worth, TX

John Toolan

Vice President, Executive Search

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Chicago | Cincinnati | Columbus | New York | Los Angeles | Washington, DC

About Texas Wesleyan University

Texas Wesleyan University (TXWES) is a private Methodist University in Fort Worth, Texas. It is an intentionally small campus with a Texas-sized reputation and a rich history. The university was founded in 1890 by the Methodist Episcopal Church, South and has remained closely affiliated with the United Methodist Church. The University welcomes individuals of all faiths and is thoroughly inclusive in its practices.

MISSION

Texas Wesleyan University, guided by its deep Methodist heritage, provides transformational learning experiences and research opportunities to a diverse group of students to develop their full potential as individuals and as members of the world community.

VISION

Texas Wesleyan aspires to be a values- and student-centered university where motivated students prepare for graduate school and leadership in professional careers.

The university's faculty and staff engage in scholarship and research that inform teaching and advance knowledge and understanding. They also innovate teaching skills and delivery modalities to afford each student individual attention to develop critical thinking, analytical reasoning, and creative problem-solving skills through a small community approach that allows tailored student experiences in and outside the classroom.

With a belief that a liberal arts and sciences education develops the mental agility and social awareness to elevate socioeconomic mobility, the university's faculty and staff are dedicated to facilitating success among students from all backgrounds in all levels of undergraduate, graduate, and professional programs in persisting to college degrees that enhance their own lives, the lives of their families, and the strength of their communities.

Their vision is premised upon the understanding that professional employers seek individuals who have attained the essential skills of critical thinking, analytical reasoning, and creative problem solving. Texas Wesleyan believes that the best way for undergraduate students to learn these skills is in a liberal arts setting through intentionally small classes led by gifted faculty who are committed to student success.

The campus contains five residence halls housing 600+ students. Athletes compete in 19 intercollegiate sports, including baseball, basketball, cross country, football, golf, soccer, tennis, track + field, softball, volleyball, cheerleading, dance, and table tennis. The university is a member of the [National Association of Intercollegiate Athletics](#) (NAIA), primarily competing in the [Sooner Athletic Conference](#) (SAC). The university mascot is Willie the Ram, and members of the TXWES community are referred to as RAMily.

CORE VALUES OF THE RAMILY

The Texas Wesleyan University RAMily embodies a community built on belonging, compassion, and achievement, offering steadfast support as we boldly embrace new challenges.

CONNECTION

Establishing respectful relationships by inviting, including, and valuing all voices

- » Build trust through credibility
- » Cultivate community by appreciating the unique strengths of all
- » Communicate openly, honestly, and consistently
- » Empower collaboration and belonging
- » Embrace authenticity

COMMITMENT

Pursuing excellence in student development and education through continuous improvement

- » Persist through challenges
- » Demonstrate dependability
- » Model integrity-driven behaviors
- » Drive proactive progress with accountability and optimism

COMPASSION

Exemplifying a servant heart

- » Give time, talent, and resources for the benefit of the greater good
- » Cultivate a culture of caring and mutual respect
- » Advocate for others
- » Practice acts of kindness
- » Assume good intentions and engage without judgment

COURAGE

Seeking the extraordinary through adaptability, foresight, and tenacity

- » Take calculated risks that align with our goals
- » Make bold, confident decisions
- » Create meaningful and positive change
- » Foster an environment that encourages innovation
- » Demonstrate resilience and agility in the face of adversity

Texas Wesleyan is accredited by the [Southern Association of Colleges and Schools](#). University academics are divided into four schools:

- **School of Arts + Sciences**
- **School of Business Administration**
- **School of Education**
- **School of Health Professions**

Total campus enrollment is 2,666 with an average class size of 16, creating a student-to-faculty ratio of 16:1. The university offers 30+ undergraduate majors and 18 graduate programs as well as a number of dual-degree programs. They received the U.S. News and World Report rank of #1 regional university multiple times.

Position Summary

The Executive Director of Individual Giving is a senior fundraising leader responsible for designing and implementing a comprehensive gift strategy that aligns with institutional priorities and supports long-term philanthropic growth.

This individual manages a personal portfolio of prospects (\$25,000+) comprising donors and prospects, while also overseeing the development team. They will provide strategic guidance, accountability, and mentorship to ensure successful donor engagement and revenue generation.

The Executive Director serves as a key advisor to the Vice President of Advancement, playing a critical role in advancing the university's mission through meaningful donor relationships. They lead fundraising efforts for scholarships, academic programs, and institutional priorities, as well as facilitating cross-campus collaboration.

Essential Job Functions

- » Develop and execute a comprehensive annual, major gift, and planned giving strategy, aligned with the university's fundraising priorities and campaign goals.
- » Provide day-to-day management, coaching, and support to the development team. Monitor team performance, set goals, and ensure adherence to fundraising best practices.
- » Manage a portfolio of 75–100 high-net-worth individuals with capacity for six- and seven-figure gifts, developing personalized engagement and solicitation strategies for major and planned giving prospects.
- » Cultivate, solicit, and steward donors through personal contact while meeting or exceeding established metrics for visits, proposals, and dollars raised.
- » Collaborate with the Vice President of Advancement and the Advancement Leadership Team to identify prospects and develop effective strategies that align donors' and prospects' interests with the university's priorities.
- » Collaborate with the alumni relations, annual giving, and major gifts teams to ensure continuity in donor engagement and retention.
- » Work closely with the University President, Vice President of Advancement, deans, faculty, and trustees to engage key donors and advance strategic initiatives.
- » Identify, qualify, and upgrade major gift prospects, guide the transition of high-potential donors from other portfolios into the major gifts pipeline.
- » Participate in campaign planning and execution, helping to develop case statements, donor recognition strategies, and campaign events. Assist in the strategy and execution of fundraising campaigns.
- » Collaborate with faculty, deans, and university leadership to align fundraising efforts with institutional priorities and needs.
- » Coordinate and participate in donor engagement activities, such as special events, stewardship meetings, and recognition programs, to cultivate or solicit donors.
- » Maintain accurate records in Raiser's Edge, ensuring effective moves management and stewardship plans. Complete timely contact reports, expense statements, and maintain accurate prospect management records.
- » Analyze data to inform strategy and report on major gift progress to internal stakeholders.

Qualifications

Required Skills + Abilities

- » Exceptional interpersonal skills and a proven ability to build relationships with donors, volunteers, and institutional leaders.
- » Proven ability to solicit and secure gifts in the \$25,000+ range.
- » Strong strategic thinking, planning, and team leadership abilities.

- » Superior written and oral communication skills, including the ability to craft compelling proposals and donor correspondence.
- » Ability to work independently and collaboratively within a team-oriented advancement office and manage multiple projects and deadlines.
- » Ability to write reports, business correspondence, and procedure manuals, effectively present information, and respond to questions from managers, clients, customers, and the general public.
- » Ability to plan and implement programs, solve practical problems, and deal with variables in situations with limited standardization.
- » Proficiency with fundraising databases (Raiser's Edge preferred) and prospect research tools.
- » Commitment to integrity, discretion, and donor confidentiality.
- » Willingness to travel regionally across the DFW metroplex and work occasional evenings and weekends for donor engagement.

Education + Preferred Skills + Abilities

- » Bachelor's degree required; advanced degree or fundraising certification preferred.
- » Minimum of 7 years of progressive fundraising experience, including demonstrated success in securing major gifts of \$25,000+.
- » Prior experience supervising development officers and managing a successful major gifts program. Hands-on experience in annual fund, major gifts, and planned giving programs is critical.
- » Higher education or campaign experience strongly preferred.

Leadership + Key Colleagues *(Please do not contact the organization or its leaders directly)*

Emily Messer, Ed.D. University President

Dr. Emily Messer is the 21st President of Texas Wesleyan University, and the first woman to serve in this role. As a first-generation college student herself, Dr. Messer's commitment to student success and enriching experiences is a driving force of her leadership. Her background, combined with her comprehensive expertise, underscores her dedication to fostering an environment where students thrive academically and personally.

Dr. Messer's leadership centers on enhancing the student experience, placing a strong emphasis on providing access, guidance, and connectivity. Her profound dedication to inclusivity and education's transformative power is a cornerstone of her tenure. Under her guidance, Texas Wesleyan University enters an era defined by boundless possibilities and meaningful growth — propelling students toward a promising future.

Dr. Messer received her bachelor's degree and master's degree from Jacksonville State University and her Doctor of Education in higher education administration from the University of Alabama. She finds joy in spending time with her family and friends, traveling, reading, and outdoor activities. She shares these experiences with her husband, Chris, and their two daughters, Madelyn (14) and Camille (10).

Michele M. Boillotat, CFRE
Vice President for Advancement

Michele Boillotat brings more than 30 years of experience in fundraising and constituent engagement within higher education and nonprofit organizations. She currently serves as Vice President for Advancement at Texas Wesleyan University, a role she assumed in May 2024.

Prior to joining Texas Wesleyan, Michele served as Assistant Vice President of Development at the University of Texas at Arlington, where, from 2019 to 2024, she helped expand annual giving, corporate and foundation relations, and gift planning efforts. Before that, she served as Executive Director of the Women's Philanthropy program at the Indiana University Foundation, working closely with the First Lady of IU and the Women's Philanthropy Leadership Council to elevate women's giving across the institution.

Earlier in her career, Michele served as Director of the Rice Annual Fund at Rice University, where she earned her Certified Fund Raising Executive (CFRE) designation in 2013. She also held a decade-long role with the Dartmouth College Fund and previously served as Executive Director of the Alpha Gamma Delta Foundation. Michele began her professional journey as Director for Chapter Services at Alpha Gamma Delta Women's Fraternity while pursuing her M.A. in Higher Education and Student Affairs at The Ohio State University. She holds a B.A. in Mathematics from Duquesne University.

An active community leader, Michele chaired the Greater Arlington Chamber of Commerce Women's Alliance and is a proud graduate of Leadership Arlington. She volunteers with Women Inspiring Philanthropy and supports several causes close to her heart, including Rhodesian Ridgeback Rescue USA, where she and her husband Mark foster and rescue dogs. Michele is also a devoted stepmother to Emma (and son-in-law Javier Sanchez) of Denver, CO; Jenna (and son-in-law Josh Upson) of Waterbury, VT; and Jack of Charlotte, NC.

Reporting Relationships

The Executive Director of Individual Giving serves as a member of the Advancement leadership team and reports to the Vice President for Advancement. This role supervises a full-time Development Director and the Annual Giving Director.

Compensation + Benefits

The salary range for this position is \$110,000-\$120,000. TXWES offers a comprehensive benefits package including:

- » Medical/Rx Benefits
- » Dental Benefits
- » Vision Benefits
- » Vacation and Sick Time
- » Flexible Spending Account (FSA) or Health Spending Account (HSA)
- » Life and Disability
- » 403 (b) Retirement Savings Plan

» Special Summer Hours, and more...

Texas Wesleyan University is an equal opportunity employer. The University upholds its commitment to provide equal opportunity to all employees and applicants for employment in all phases of employment, including, but not limited to, recruiting, hiring, placement, compensation, benefits, promotion, demotion, discipline, transfer, and termination. The University shall not discriminate in the employment context against any individual because of race, color, religion, creed, national or ethnic origin, gender, age, disability, veteran's status, sexual orientation, or any other reason prohibited by applicable federal, state, or local laws.

As a reflection of Cooper Coleman's commitment to equity and equal pay for all, we require that salary ranges or salary starting points be published for every search we conduct. The practice of not posting salaries perpetuates the gender and racial wage gap and discriminates against women, people of color, and other historically excluded populations by causing individuals to negotiate from a disadvantaged starting point.

Location

This position is based in Fort Worth, TX. The successful candidate must live within a reasonable driving distance of the office.

Submission Instructions *(read carefully)*

[Cooper Coleman](#) is leading this search on behalf of Texas Wesleyan University. To apply, please [visit this link](#) (www.coopercoleman.com/current-searches). ALL expressions of interest should be made through the online application. Nominations of qualified candidates can be sent to:

John Toolan, Vice President, Executive Search
John.Toolan@CooperColeman.com

Kindly include "Texas Wesleyan EDIG" as the subject line of your email. All inquiries will be held in confidence.

This position is open until filled, but priority will be given to materials received before Friday, September 12, 2025.

A cover letter is not required with your initial application but is welcome to help us understand your fitness for and interest in this role during our initial evaluation. Candidates invited for interviews will be asked to provide a thoughtful letter of interest indicating their specific qualifications for the opportunity, desire to join Texas Wesleyan, and connection to its mission.

Cooper Coleman LLC is committed to providing equal employment opportunities to all qualified candidates and will refer candidates without regard to race, color, religion, national origin, sex, sexual orientation or identity, age, ability, veteran status, or any other legally protected basis.

Background Checks + Credentials Verification

Before sending your resume for this position, please read it over for accuracy. Cooper Coleman verifies its candidates' employment and academic credentials at the time of offer, and our clients frequently conduct background checks before finalizing an offer.

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About Cooper Coleman

Cooper Coleman is a full-service recruiting firm partnering exclusively with nonprofit organizations, foundations, and research and academic institutions to drive meaningful growth. We move organizations *forward* by placing the right leaders in the right roles at the right time, and we help to strengthen management and fundraising capacity to amplify their mission and impact.

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