

DAWN C. ROBERTS
3016 FOX RUN
DES MOINES, IA 50321
(H) 515-288-2378

BACKGROUND SUMMARY:

High energy, motivated, professional leader with successful experience in the creative development and management of projects, programs, people and finances. Skilled in problem solving, negotiating, communicating, organizing and fundraising. Enthusiastic, industrious team player able to meet and exceed goals.

WORK EXPERIENCE: *AIB College of Business: Vice president for Advancement 2012 – present*

EMPLOYEE & FAMILY RESOURCES

11/2007 – ²⁰¹²Present

Director of Development, CDO, and Fundraising Specialist (PT)

- Successfully formed a Foundation Board and created fundraising committees to raise funds in all areas including the creation and implementation of the **Every Family Rocks! Des Moines Family Music Festival**.
- Funds increased from over \$67,000 in 2008 to nearly \$300,000 in 2011.

AMERICAN RED CROSS, CENTRAL IOWA CHAPTER

12/2001 – 10/2007

Director of Resource Development and CDO

- Successfully implemented and completed a \$1M Capital Campaign 2002 - 2004
- Created & implemented **Heroes of the Heartland** event in 2002 – 2004
- Completed a feasibility for a Capital Campaign in 2001

CHINESE CULTURAL CENTER OF AMERICA

6-12/2000 & 2006-2007

Executive Director

- Initial Full time staff person hired.
- Developed a short and long term action plan for the campaign.
- Organized and opened a temporary office and plans for a permanent office
- Expanded the board of directors by recruiting significant additions

Development Director

- Planned and successfully implemented Phase II of a \$2 million Capital Campaign

VARIETY CLUB OF IOWA

10/1998 – 5/2000

Executive Director

- Responsible for planning and timely implementation of all fundraising activities
- Exceeded the '98 total by over \$900,000 raising a total of \$3.6 million to over \$4.5 million. Exceeded the 1999 total by nearly \$300,000; raising \$4.8 million.
- Implemented two publications of the first Annual Report

- Created policies and procedures for an endowment program.

BLANK PARK ZOO FOUNDATION

9/1994 – 9/1998

Development Director

- Organized and developed the Foundation by expanding the Board from 15 to 36.
- Hired and supervised a staff of 3.
- Developed a comprehensive fundraising program to include all areas of fundraising.
- Successfully implemented a new event that raised nearly \$66,000 in the first year.
- Successfully implemented a feasibility study and a \$5 million Capital Campaign.
- Secured an Endowment pledge of \$3.5 million that actually grew to nearly \$4.5 million.

FOUNDATION FOR CHILDREN & FAMILIES OF IOWA 3/1989 – 9/1994

Development Director

- Organized and developed a Foundation by expanding the Board from 15 – 36.
- Hired and supervised a staff of 4.
- Directed and worked with 14 committees including planned giving, annual fund, direct mail, special events and grant writing to develop strategy, timely implementation and evaluation of projects.
- Developed the short and long range plans for the Foundation and successfully met goals and objectives.
- Organized, developed and implemented a Capital Campaign that resulted in raising over \$2 million and exceeded goal by 35%. Successfully implemented a second Capital Campaign in 1993 raising over \$1 million.

IOWA CYSTIC FIBROSIS FOUNDATION

3/1987 – 3/1989

Associate Director 8/1987 – 3/1989

- Coordinated Corporate Campaign exceeding previous year by 30%.
- Successfully recruited and organized volunteer committees.
- Created the first Art for Alex event. Achieved 200% of goal.
- Organized the first Annual "Tennis Auction Ball". Achieved 238% of goal.

Director of Special Events

(3/1987 – 8/1987)

TEACHER

Teacher for Escuela Bella Vista, Maracaibo, Venezuela 1964 -1965

BACKGROUND:

EDUCATION

University of Michigan, Ann Arbor, Michigan

- Bachelor of Arts Degree in Education (1964)
- School of Education Student Council – President (1964)

PROFESSIONAL EXPERIENCE

- Member of Central Iowa Chapter NSFRE and later AFP 1998 – Present
- Member of NSFRE Executive Committee 1990 & 1992
- Chair Iowa Philanthropy Day
- Selected by the Central Iowa Chapter of NSFRE as 1992 Outstanding Fundraising Executive
- Elected VP of Professional Education for NSFRE 1992
- Speaker, NSFRE Central Iowa Chapter – Fundraising Day – “Starting from Scratch and Setting up a Small Development Office”
- Speaker NSFRE “Board Development”

POLITICAL ACTIVITIES: An active political party worker, holding a number of leadership positions on the local, state and national level. Successfully chaired campaigns for gubernatorial and presidential candidates. Elected as the first woman chair of the Polk County Republican party. Was the party candidate for Secretary of State in 1984. Received the most votes of any state-wide non-incumbent. President, Iowa Republican Women, 1989-1990.

COMMUNITY ACTIVITIES

- Selected for the YWCA Woman of Achievement Award 2000
- Iowa Society of Association Executives 1995 -1999
- Rotary Club of Des Moines 1994 – Present
- Iowa Association of Business & Industry Leadership Iowa Class 1991 – 1992
- Gannett Scholarship Awards Selection Committee 1987 – 1989
- State Board of Dental Examiners 1982 – 1987
- Des Moines Tutoring Center Board 1987 – 1992
- Charter Community Hospital Board – Advisory Board 1985 – 1987
- Foundation for the Arts in Iowa – Bd. Of Directors 1979 – 1983
- Member Junior League of Des Moines 1970 – Present
- Republican State Farm Policy Council – Organizer 1968
- Polk County Attorneys Wives - President 1967
- Member of original Tiny Tot Guild 1967 – 1970

PERSONAL Married to Stephen W Roberts 1965 – present
Three grown children: J,B., Justin and Staci