

# JAVIER “JAY” L. ZAMBRANO

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## **EDUCATION**

*University of Texas at San Antonio, San Antonio, TX*  
Master of Public Administration, December 2006

*Texas A&M University-Kingsville, Kingsville, TX*  
Bachelor of Business Administration,  
Marketing with International Certification, December 1994

*Universidad de Viña del Mar, Viña del Mar, Chile*  
South American Exchange Program, Summer 1993

## **PROFESSIONAL HISTORY**

*August 2015 – Present*

*Senior Director of Development, University of Texas Rio Grande Valley, Edinburg, TX*

Responsibilities include providing leadership and management of an integrated development program to raise both restricted and unrestricted philanthropic gift commitments for the School of Medicine and the Robert C. Vackar College of Business and Entrepreneurship. To date, my focus has centered around working with my Vice President, President, and respective deans and securing six-figure major gift support that has resulted in approximately \$2 million over the last three fiscal years. As the only Senior Director, I also serve as a mentor for the new development officers, have overseen development interns, and serve as an advisor on a when needed basis to the Institutional Advancement Administration on donor strategies, organizational management, and new processes that could help the division become more efficient and successful. My other duties are to develop and implement policies, standards, guidelines, and security monitoring processes and privacy regulations for each of my respective colleges.

*October 2010 – August 2015*

*Executive Director, Adelante U.S. Education Leadership Fund, San Antonio, TX*

Responsibilities include leading all fundraising, program development, public and media relations, marketing, fiscal management, and facilitating sound strategic planning to ensure Adelante’s overall effectiveness, integrity, and sustainability. To date, all fundraising efforts and attendance of Adelante’s National Leadership Institute and its scholarship program has more than tripled since my arrival. All program development under my supervision has been redesigned to enhance the campus experience. Student scholars who attend the Leadership Institute become highly sought-after candidates on their respective campuses and careers. As Executive Director, I oversee an Assistant Director of Student Services, a part-time assistant, over 30 volunteers (during Leadership Institute), and a team of local and national university interns. Other responsibilities include being the direct contact of the Board of Directors, and the spokesperson for the organization, including representing Adelante in the media and at public speaking engagements (in English and Spanish).

*December 2009 – October 2010*

*Director of Development, Texas Tech University Health Sciences Center, Foster School of Medicine and the Hunt School of Nursing, El Paso, TX*

Responsible for securing major gifts in support of the Paul L. Foster School of Medicine and the School of Nursing and cultivating, soliciting, and stewarding the Health Sciences Center’s most valuable donors, potential donors, and friends. Guided by the direction of the Texas Tech University System and the Deans of each college, the position is also responsible for developing and executing strategies leading to solicitations for local, regional, and global prospects. Other responsibilities included developing case statements and representing the college in the community as requested. Duties also include working with Dean’s Advisory Council, Development Board, and other members of the University Advancement Team across the Texas Tech System in cultivation and solicitation activity for support of system-wide projects.

**PROFESSIONAL HISTORY (cont.)**

***December 2006 –December 2009***

***Executive Director of Development, Texas A&M University-Kingsville, Kingsville, TX***

Responsible for developing and implementing a comprehensive major gifts program to support priority advancement objectives for the university. This major gifts program was carried out through ongoing personal visits from a portfolio of prospects (\$100,000+) made of alumni, friends, corporations/foundations. Duties also included working closely with the President, Vice President of Institutional Advancement, Deans, and other university administrators on the university's first ever capital campaign which raised more than \$10 million. Other responsibilities included organizing and implementing strategic college-specific support campaigns through annual giving. As head of the Office of Development, I was responsible for the management of 10 development staff members and campaign call center employees.

***April 2004 – December 2006***

***Associate Director of Development, College of Education and Human Development, The University of Texas at San Antonio (UTSA), San Antonio, TX***

Responsible for building the College of Education and Human Development's (COEHD) both unrestricted and restricted revenue for the college-specific programs, managing the cultivation and stewardship of donors, and coordinating with college faculty and staff on special fundraising events. Under general direction from the Vice President of Institutional Advancement and the College Dean, responsibilities also included design, organization and implementation of a comprehensive development program for the entire college. The program incorporated strategies to raise annual fund, major individual, corporate, foundation and planned gift support. Other responsibilities included developing case statements and representing the college in the community as requested. Over \$1 million in target funding was secured in areas within the college. Duties also include working with College's Advisory Council, and other members of the University Advancement Team in cultivation and solicitation activity for support of university-wide projects.

***April 2000 – April 2004***

***Director of Development, Hispanic Association of Colleges and Universities, San Antonio, TX***

Responsible for the planning and implementation of fundraising strategic plans, activities, and serve as primary liaison to corporate and foundation representatives. Responsible for securing funding for unrestricted and operational, program specific, and HACU conferences and special events totaling over \$4 million. Duties also included the development of marketing and a cultivation activity for contributors for new projects, organized direct mail campaigns (corporate and individual) for annual fund drives, coordinated budgetary planning and supervision of the department. Responsible for seeking new relationships with potential corporate/foundation partners for current and new grant initiatives. Served as one of HACU's public relations representatives at HACU events and other business-related affairs.

***July 1999 – April 2000***

***Associate Director of Development, Office for Institutional Advancement, Texas A&M International University (TAMIU), Laredo, TX***

Assisted in comprehensive program of effective fundraising and served as principle liaison to the Alumni Association. Responsible for the development of marketing activities, cultivation activities/strategies, planned giving, budgetary planning, and stewardship activities on a local and regional capacity. Developed, coordinated, and implemented special projects and benefit events. In many occasions, served as a public relations representative at community events on behalf of the University.

***June 1997 – July 1999***

***Associate Director, Enrollment Management and School Relations, Texas A&M International University (TAMIU), Laredo, TX***

Promoted programs and services to local, regional, and international markets in the Texas-Mexico Borderland Region. Conducted daily presentations to target audiences and served as a primary liaison of school relations to community links and other civic entities. Coordinated and managed promotional events, participated in recruitment circuits and activities, corresponded with potential candidates, and established a strong network of contacts. During term, TAMIU had the largest increases in student enrollment in the Texas A&M University System.

**March 1996 – June 1997**

**International Marketing Representative, Magnetool-Gracida, S.A., Monterrey, Mexico and Gracida Magnetics, Laredo, TX**

Acquired and maintained international accounts for company's U.S. operations. Responsible for developing marketing materials, created marketing plans and strategies, provide perpetual reports, conduct training presentations and sessions, and other marketing activities (in English and Spanish). Opened new market in the Pacific Rim (Philippines).

**SKILLS**

Languages: Fluent in English and Spanish (Conversational)

Communication: Effective presentations skills; Speech writing and event script writing

Computer Software: MS Office (Word, Excel, and PowerPoint), Raisers Edge (Blackbaud)

**ORGANIZATIONS**

**University of Texas Rio Grande Valley Staff Senator**

(September 2016 – September 2018)

**Council for Advancement and Support of Education (CASE), Member**

(August 1999 – Present)

**Texas A&M University - Kingsville President's Leadership Council Member**

(April 2015 -Present)

**American College Personnel Association (ACPA): Latino Network – Supporting Latin@ Student Success Award National Nominee**

(March 2015)

**Pi Alpha Alpha Honor Society Member (UTSA Public Administration Honor Society)/Alumni of the Year**

(February 2015)

**Texas A&M University - Kingsville College of Business Administration Advisory Board Member**

(October 2011 – May 2018)

**Rotary International, Member**

(June 2007-October 2010)

**University of Texas at San Antonio College of Public Policy Active Alumni Member**

(December 2006 – Present)

**Texas A&M University - Kingsville Alumni Board; Alumni Member**

(October 2003 – October 2006; Current)

**National Society of Hispanic MBAs (NSHMBA), Corporate Advisory Board Member**

(October 2002 - April 2004)

**Association of Fundraising Professionals (AFP), Member**

(April 2000 – October 2010)

**PRESENTATIONS**

**2009 HACU National Conference, Denver**

General Session, "Fundraising Challenges and Opportunities", Co-presenter along with a representatives from Lehman College (NY) and Florida International University

**2014 HACU National Conference, Denver**

Latino Leadership Institute, Roundtable on "The Nuts and Bolts of Fundraising"

**2015 Adelante Leadership Institute, San Antonio**

Fundraising 101 Session and Opportunities at HSIs

**University of New Mexico – Taos (February 2018)**

Community Presentation on Fundraising for University Internal Partners and Local Non-profits on Fundraising