



Pomona Valley Hospital Medical Center
Major Gifts Officer
Full time, Days

Salary Range: \$115,700 - \$129,600 Annually

To apply, visit our website at www.pvhmc.org and apply to Req. 19691

Position Summary:

The Major Gifts Officer (MGO) is a frontline fundraiser responsible for building and managing relationships with individuals capable of making significant philanthropic contributions to Pomona Valley Hospital Medical Center (PVHMC) Foundation. This role focuses on securing gifts and pledges ranging from \$25,000 and above. The MGO manages a portfolio of approximately 80-100 prospects and is expected to proactively engage donors through personalized outreach, frequent calls, and in-person visits to cultivate and solicit gifts in support of the hospital's mission, programs, and strategic initiatives. The position requires a disciplined approach to relationship management, strategic planning, and consistent execution of donor engagement activities. This is a fully onsite position and is not designated as a hybrid role. Meaningful philanthropy is built through personal relationships, collaboration, and a visible presence throughout the hospital. The Major Gifts Officer partners closely with hospital leadership, physicians, caregivers, volunteers, patients, and donors to inspire philanthropic support that advances the Foundation and Hospital's missions. May perform other duties as assigned.

Required Qualifications:

Five (5) years of nonprofit fundraising or related sales experience, including at least two (2) years focused on major gift fundraising. Demonstrated success securing gifts of \$25,000 or more. Proficient in Raiser's Edge, Microsoft Office, and virtual communication platforms. Strong verbal, written, and presentation skills with the ability to effectively engage and influence a variety of audiences. Ability to maintain a high level of confidentiality when handling sensitive donor and organizational information. Demonstrated resilience, adaptability, and sound judgment in managing changing priorities and extended fundraising cycles. Ability to work in an environment requiring frequent in-person donor meetings and regular presence within the hospital. Must be able to travel locally for donor cultivation, stewardship, and community engagement activities.

Preferred Qualifications:

Advanced degree. CFRE certification.

As part of our ongoing effort to remain an employer of choice, eligible employees who work qualifying weekend shifts receive a competitive weekend rate.

EOE
Drug Free Workplace