



### **About Henry Mayo**

Henry Mayo Newhall Hospital is a level II trauma center that has been serving the Santa Clarita Valley for nearly 45 years. Our mission is to improve the health of our community through compassion and excellence in healthcare services. Our goal is to create the ideal experience for our patients, employees, our partners and our community – every day, every time.

## **Annual Giving Officer**

### **Job Summary**

The Annual Giving Officer is responsible for meeting annual revenue targets by identifying, engaging, cultivating, and ultimately soliciting major gifts from regional donors, thereby advancing the organizational mission and creating meaningful impact in the lives of both donors and beneficiaries of that mission. Supports fundraising efforts through donor research and tracking, stewardship, special events such as the Capital Campaign, annual programs, support groups, direct mail and monthly e-news. The person in this role represents the Foundation at community events as appropriate.

### **Required Education:**

- Bachelor's degree preferred or equivalent experience

### **Required Experience/Knowledge and Skills:**

- Minimum five (5) years healthcare philanthropy experience

### **Knowledge and Skills:**

- Working knowledge of donor prospecting, cultivation and stewardship best practices

- Expertise in oral and written communications and public speaking with a variety of constituencies
- Strong interpersonal and influencing skills
- Experience creating, overseeing, and reconciling expense and revenue budgets
- Knowledge of fundraising database management and record keeping

Resumes can be sent to Patrice Watson: [watsonp@henrymayo.com](mailto:watsonp@henrymayo.com)