

JOB INFORMATION

Job Desc Code (JDID):	16908CA01A
Job Desc Title:	DIR PHILANTHROPY
FLSA:	Non-Exempt
Original Creation Date:	4/1/2021 12:00:00 AM
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ORGANIZATIONAL INFORMATION

Region:	So Cal-Orange County-High Desert
Process Level/Company:	705 - CALIFORNIA REGIONAL OFFICE; 711 - PHS FOUNDATION VALLEY SVC AREA
Department/Cost Center:	705-86116 - FND LA REGIONAL; 711-90371 - FND MAJOR GIFTS SJ
Reports To:	Chief Philanthropy Officer
Supervises:	Major Gifts Managers, Associate Development Officers, Fundraising Coordinators

MISSION, VALUES, VISION and PROMISE

The Mission:	As expressions of God's healing love, witnessed through the ministry of Jesus, we are steadfast in serving all, especially those who are poor and vulnerable.
Our Values:	Compassion, Dignity, Justice, Excellence and Integrity
Our Vision:	Health for a Better World
Our Promise:	"Know me, care for me, ease my way."

GENERAL SUMMARY

Develops and drives strategies to achieve priority fundraising goals with a focus on major gifts (\$100,000+) and an emphasis on principal gifts (\$1,000,000+). Leads a team of highly motivated philanthropy officers, providing strategic leadership, mentorship and professional development efforts. Develops and builds meaningful relationships with internal and external stakeholders to maximize alignment with institutional strategic goals and philanthropic support for those goals.

ESSENTIAL FUNCTIONS

The job duties listed are essential functions of the position. However, other duties may be assigned, and may also be considered essential functions of the position.

The caregiver must be sufficiently fluent in the English language to satisfactorily perform the essential functions of the position. The degree of fluency required will vary depending upon the nature of the position.

Caregivers are expected to honor the Mission, Values, Vision and Promise and adhere to the Code of Conduct, policies and standards of their organization.

For direct patient care roles: Performs and maintains currency of essential competencies as required by specific area of hire and populations served.

- Lead, manage, develop, and retain a high performing team of fundraising professionals and support staff to meet and exceed fundraising goals, maintaining positive culture of collaboration and productivity.
- Responsible for raising donations at the major and principal gift level for capital and operating needs to optimize fundraising success and help fulfill The Foundation's mission and strategic objectives.
- Works closely with administrative and medical leadership to determine priority needs; provides fundraising and consultative services throughout The Foundation regarding strategic planning and positioning activities to optimize fundraising potential.
- Works closely with the Memorial Foundation Board of Directors, Chief Philanthropy Officer and administration and physician leadership to develop and implement fundraising strategies consistent with the Foundation's goals.
- Provides strong, creative, energetic, and strategic leadership to team of philanthropy officers to meet short- and long-term fundraising goals.
- Develops strategies and implements activities to maximize relationships and donations from individuals, foundations, corporations, and organizations.
- Maintains and manages a personal portfolio of major gift donors and prospects through identification, cultivation, solicitation and stewardship; directs and participates in the cultivation and solicitation of major gift prospects. Leads

efforts to develop positive, lifelong relationships between The Foundation and donors and provides opportunities for meaningful donor involvement and engagement.

- Collaborate closely with Foundation leadership to evangelize campaign priorities, goals, strategies and giving opportunities to fundraising team, internal stakeholders, physician leader and donors to ensure campaign success.
- Work collaboratively across The Foundation departments and with campus and program leadership to help achieve fundraising success.

ADDITIONAL RESPONSIBILITIES

- Assist Foundation President with Board related volunteer management and cultivation; identify, cultivate and recruit influential community leaders and philanthropists as fundraising volunteers.
- Serve as an articulate, engaging, and persuasive spokesperson for The Foundation, its mission and its programs.

QUALIFICATIONS

EDUCATION

<i>Required/Preferred</i>	<i>Education Level</i>	<i>Major/Area of Study</i>	<i>And/Or</i>
Required	Bachelor's Degree		
Preferred	Master's Degree	Advanced degree is highly desirable.	

EXPERIENCE

<i>Required/Preferred</i>	<i>Minimum Experience</i>	<i>Details</i>
Required	10 or more years	Progressively responsible fundraising experience
Required	8 years	Leadership experience
Preferred	5 years	Campaign experience highly desired

KNOWLEDGE, SKILLS and ABILITIES

<i>Required/Preferred</i>	<i>Knowledge/Skill/Ability</i>
Required	Ability to lead/manage others
Required	Possesses flexibility to work in a fast paced, dynamic environment
Required	Excellent collaboration and team building skills
Preferred	Ability to drive multiple projects to successful completion

JOB SPECIFIC KNOWLEDGE, SKILLS and ABILITIES

- Thorough knowledge in all areas of fundraising with particular emphasis on major gift acquisition, principal gift strategies and planned gift vehicles.
- Excellent understanding of capital campaigns.
- Ability to develop and maintain successful working relationships with the Foundation and SHS leadership, physicians, SHS staff, volunteers and all donors and prospects.
- Demonstrated ability in management, finance, communication and marketing.