

Apply Link: <https://careers.penmedicine.org/jobs/17143298-director-of-development-for-major-gifts-and-planned-giving>

Description:

Director of Development for Major Gifts and Planned Giving
\$105,000-\$120,000

Penn Medicine is dedicated to our tripartite mission of providing the highest level of care to patients, conducting innovative research, and educating future leaders in the field of medicine. Working for this leading academic medical center means collaboration with top clinical, technical and business professionals across all disciplines.

Today at Penn Medicine, someone will make a breakthrough. Someone will heal a heart, deliver hopeful news, and give comfort and reassurance. Our employees shape our future each day. Are you living your life's work?

Location: Suburban Outpatient Pavilion - Lancaster, PA - this position will offer the opportunity for a hybrid remote schedule after onboarding & training for the first 3-6 months along with demonstration of proficiency in role

Hours: Full Time, 40 hours per week

Summary: In coordination with the VP of Institutional Development, plans, implements, oversees and evaluates comprehensive development programs for priority service lines, at a strategic level, to maximize individual, major gift fund raising, and to provide additional financial resources for LG Health strategic priorities.

Qualified individuals must have the ability with or without reasonable accommodation to perform the following duties:

- In coordination with the VP of Institutional Development, works with LG Health leadership to identify fundraising priorities that align with the LG Health strategic plan and helps set long-term and short-term fundraising performance goals for the LG Health Foundation.
- Helps to plan, implement, oversee and evaluate comprehensive, long-range development programs for priority service lines and programs to include major gifts and planned giving.
- Provides direction and leadership on fundraising strategies for Foundation capital and comprehensive campaigns including the development of prospects, setting goals, and managing campaign volunteer committees and meetings and communications.

- Works strategically with service line senior management to build philanthropic resources for LG strategic priorities and to facilitate opportunities that are integral to securing individual major gifts. Coordinates communications and regular strategy meetings to discuss fundraising progress, prospects and performance as well as reporting on philanthropic resources designated for service lines.
- Responsible for the identification, cultivation, solicitation and stewardship of individual major gift donors defined as gifts of \$10,000 and above and prospects to achieve annual fundraising performance goals.
- Manages a robust portfolio of more than 100 active individual major donors and prospects.
- Manages the Foundation's recognition societies including the 1893 Society, Chairman's Circle, Societas Generalis, and healthcare hero program.
- Translates fundraising priorities and needs in to persuasive and compelling gift proposals and coordinates annual donor recognition plans and reports to donors demonstrating the impact of philanthropy.
- Serve as the primary writer for all Foundation communication materials including the Foundation website, event invitations, newsletters, event programs, acknowledgement letters, annual report, planned giving marketing materials, proposals, cases for support, stewardship reports, coordinates design of communication pieces with LG Health marketing and PR department or outside vendors as appropriate.
- Leads the management and engagement of the Planned Giving Advisory Committee and the Women's Giving Circle, including the planning of meetings, development of the agenda with the volunteer chairs and identifying meaningful engagement opportunities for members.
- Works with the Development Services staff to systematically identify major gift prospects, and to develop reports and metrics related to major gifts fundraising performance.
- In coordination with Penn Medicine, oversees the Foundation's planned giving marketing plan to promote deferred giving vehicles and to meet planned giving annual performance goals.
- Assists with the development of the Foundation's 3-year strategic plan and oversees the achievement of key objectives.
- Oversees the Foundation's grateful patient program and the recruitment, education and engagement of clinical partners across the health system.
- Serves as the liaison with the LG Health Grants team; identifies grant opportunities and oversees the grants process for potential gifts from family and corporate foundations.
- Manages the major gift prospect review and pipeline process including planning the prospect review and major gifts operations team meetings.

- Leads the development of donor communication materials ie: event invitations, case for support, mail appeals, newsletters .
- Maintains accurate records for development activities and productivity and prepare monthly fundraising progress reports.
- Accountable for individual performance metrics including monthly personal contacts and annual fundraising performance goals.
- Develops relationships with Professional Advisors.
- Works effectively with volunteers on advancing development opportunities and professionally represent LGH Foundation in the community.
- The following duties are considered secondary to the primary duties listed above:
- Supports LG Health Foundation special events.
- Assists with stewardship activities for the Foundation.
- Assists with working with third party fundraising events.
- Serves on committees in the community as appropriate to help represent the Foundation's interests and activities.
- Other duties as assigned.

Minimum Required Qualifications:

- Bachelor's degree or equivalent experience
- Five 5 years of development experience, including major gift and planned giving experience
- Proven management experience
- Previous health care philanthropy experience in a community health system hospital setting

We believe that the best care for our patients starts with the best care for our employees. Our employee benefits programs help our employees get healthy and stay healthy. We offer a comprehensive compensation and benefits program that includes one of the finest prepaid tuition assistance programs in the region. Penn Medicine employees are actively engaged and committed to our mission. Together we will continue to make medical advances that help people live longer, healthier lives.

Live Your Life's Work

We are an Equal Opportunity employer. Candidates are considered for employment without regard to race, ethnicity, color, sex, sexual orientation, gender identity, religion, national origin, ancestry, age, disability, marital status, familial status, genetic information, domestic or sexual violence victim status, citizenship status, military status, status as a protected veteran or any other status protected by applicable law.

