
Vice President of Philanthropic Services JOB ANNOUNCEMENT

Compelled by our guiding principles and values of philanthropy, justice and nondiscrimination, Rose Community Foundation strives to enhance the quality of life of the Greater Denver community through our leadership, grantmaking and donor engagement – stewarding philanthropic resources and investing in strategic and innovative solutions to enduring challenges and emerging issues. Since its founding in 1995, the Foundation has granted more than \$280 million to nonprofit organizations and initiatives focused on Aging, Child and Family Development, Education, Health and Jewish Life in the seven-county Greater Denver area – recently adding a cross-programmatic community action effort supporting nonprofit organizations serving immigrants, refugees and communities vulnerable to discrimination and hate crimes. In addition to strategic grantmaking, the Foundation drives systems change as a thought leader and convener locally, regionally and nationally.

Through its Philanthropic Services department, the Foundation secures philanthropic resources to address changing community needs by (1) helping individuals, families and groups define and achieve their philanthropic goals across a wide range of issue areas while cultivating, managing and stewarding unrestricted donations, designated funds, donor-advised funds, legacy gifts, giving circles and endowments and (2) by providing support to local nonprofit organizations in their planned-giving, endowment-building and long-term sustainability efforts.

The Foundation is seeking an experienced, talented and enthusiastic development professional to lead and champion the Foundation’s donor services, asset development and fundraising efforts – managing staff and programs that provide donors and fundholders with high- quality stewardship and services to increase the impact of their philanthropy. The Vice President is charged with shaping and implementing the Foundation’s strategic development plan as well as cultivating and expanding relationships with individual and organizational prospects, existing donors and fundholders, and professional advisors.

Responsibilities

- Provide strategic leadership and vision for all development and stewardship activities, while directing the strategy, planning, management and budget for the philanthropic services department
- Create a core culture that embraces fund development across the Foundation, working toward asset growth as a means to expand the Foundation’s influence and ensure an even larger impact in enhancing the quality of life in Greater Denver today and for future generations
- Expand opportunities to connect donors to community causes, strengthening the Foundation’s capacity to address critical community needs and providing meaningful engagement for donors
- Lead the organizational shift to more proactive, external-facing asset development strategies and activities, working with the communications department on messaging and new tactics

- Monitor the tax and regulatory environment that may impact community foundations and/or charitable giving vehicles positively or negatively, identifying related needs for advocacy as well as strategic donor/professional advisor communications
- Increase the Foundation's exposure as a thought leader and expert in philanthropic services issues and endeavors while staying abreast of sector innovations and best practices in the field
- Develop relationships with prospective donors, current fundholders, Legacy Circle members, private foundations and professional advisors, leveraging knowledge of best practices and charitable instruments to help individuals and families meet their philanthropic goals and help organizations increase sustainability through endowment services
- Leverage the strengths and expertise of the philanthropic services team to optimize departmental effectiveness, operations, culture and results
- Enhance our ability to accept complex gifts
- Develop and monitor metrics to track results, evaluate effectiveness of strategies, and create opportunities for donor feedback
- Work with the Foundation's program officers to identify and cultivate potential aligned funding partnerships with national funders
- Serve on the cross-departmental executive team and participate in relevant philanthropic affinity groups
- Participate in the Foundation's forthcoming strategic planning process
- Represent Rose Community Foundation in the community and at events

Education, Experience and Skills

We are seeking a Vice President of Philanthropic Services with a bachelor's degree from a four-year college or university and at least 10 years of donor services experience in a multi-faceted nonprofit or financial services organization. The ideal candidate will have experience managing relationships with stakeholders, working with high-net-worth individuals, major gift solicitation, wealth advising and applying analytics to build and evaluate targeted strategies. He or she will have a sophisticated working knowledge of charitable- and planned-giving strategies and vehicles. The Vice President should understand how to strengthen organizations through endowment building and other sustainable revenue opportunities.

The Vice President will have a proven track record of leading in a collaborative work environment; developing, motivating and managing professional staff; and, managing strategy and budgets. Experience communicating with a wide range of constituents across different platforms and across different cultures is a must. He or she will have excellent written and verbal skills including an attention to detail, excellent writing and copy editing skills, and exceptional presentation and speaking skills. Understanding of the unique role of community foundations is critical. Knowledge of the Greater Denver community is preferred, but not required – along with a preferred familiarity with the nonprofit and/or philanthropic sector.

The Vice President of Philanthropic Services must be a proficient user of technology including general comfort in operating technology systems, Microsoft Office products (Excel, Outlook, PowerPoint and Word), Adobe Acrobat, relational databases, and constituent relationship management (CRM) systems. A deep understanding of philanthropic operations, administration, and prospect-research systems is preferred.

Personal Characteristics

The ideal candidate will have positive energy, a can-do attitude and a good sense of humor. Self-motivated, intellectually curious and ethical, he or she will be a lifelong learner, excellent listener and strong multi-generational communicator with the propensity to take initiative and be proactive. The Vice President will be a self-confident professional with highly-developed interpersonal skills and emotional intelligence, excited by the opportunity to mentor and professionally develop staff – providing direction, motivation, support, empowerment and accountability. Experience working with diverse populations, cultures and socioeconomic backgrounds is important to us. A collaborative team player who is open-minded yet decisive, he or she must be a relationship-builder – working both as part of a team and independently to foster positive relationships internally and externally while maintaining discretion and confidentiality.

The Vice President will be a creative and strategic thinker, capable of bringing new ideas to systems, processes and structures, excited by organizational change and able to manage/lead through it and help shape the vision for it. Organized, systematic and detail-oriented, he or she will work efficiently and effectively with multiple projects and partners. An affinity for nonprofit, philanthropic and relationship work including donor identification, prospecting, cultivation, stewardship and moves management is a must. Valuing excellence and reputation, the Vice President must be passionate about philanthropy in general; the Foundation's mission, vision and values; as well as who we are, what we do and where we're going.

Supervisor Relationship

The Vice President of Philanthropic Services reports to the President and CEO and leads a team of five employees with four direct reports.

Salary and Benefits

This full-time, exempt position's salary will be commensurate with background, experience and sector benchmarks. Rose Community Foundation currently offers a competitive benefits package including employer-supported health, dental, vision and life insurance, short- and long-term disability coverage, a 403(b) retirement plan (including an annual employee contribution after one year of employment), paid time off including holidays, professional development opportunities and a matching gift program.

Rose Community Foundation believes in the importance of diversity, equity and inclusion. The Foundation is committed to equal employment opportunities and prohibits unlawful discrimination against applicants or employees based on race, color, national origin, ancestry, creed, religion, sex, age, disability, genetic information, veteran status, sexual orientation, marital status, gender expression or any other characteristic protected by state or local law.

How to Apply

Submission deadline is 5:00 p.m. on Friday, July 20, 2018. Interested candidates should email their cover letter, résumé and salary requirement to: Search Committee at search@rcfdenver.org with the subject line "Vice President of Philanthropic Services." No phone calls or additional email messages, please.