
Summary

The Director of Philanthropy will successfully execute annual and long-term fundraising campaigns and, as importantly, meaningfully engage the community in the mission of HG Foundation through philanthropic support. The candidate must enjoy taking initiative and being creative; must understand giving trends and behaviors that motivate donors and the community. The Director of Philanthropy must present an optimistic and authentic demeanor and have a genuine interest in promoting the movement that promotes acceptance for end of life and improved services and care for all people in our community. The Director of Philanthropy is confident, gracious, and genuine in face-to-face conversations with existing and prospective donors and has a strong ability to form partnership with HG Foundation's Board of Directors.

Overall responsibilities include: Identify, engage, cultivate, solicit, and steward current and prospective donors. Develop creative and relevant campaigns; through knowledge of appropriate tools, stimulating interest in long term giving. Responsible for meeting annual revenue targets by working with a portfolio of donors and prospects to advance the mission of the organization. Establish value-based relationships that result in meaningful participation and enrich our community by investing in Hospice Giving Foundation.

MISSION of Hospice Giving Foundation (HG Foundation)

Hospice Giving Foundation believes in living fully and dying peacefully. Our community-based support promotes personal choice, preparedness, and the highest standards of compassionate, dignified end-of-life care for individuals and their loved ones.

VISION

Dedicated to a social health movement that builds cultural attitudes of hope, understanding and acceptance for end of life, HG Foundation takes a leadership role advocating for an integrated system of quality resources and evolving best practices for personalized end of life care

Qualifications:

1. **Education:** Bachelor's degree required; advanced degree/CFRE is highly desirable.
2. **Experience:**
 1. Minimum 5 years of philanthropy leadership experience, including major gifts.
 2. Significant expertise and knowledge of our local philanthropic community highly desirable.
 3. Progressive, successful experience in philanthropy and stays abreast of "best practices"
 4. Knowledge of planned/deferred giving
3. Salary range begins at \$80,000 and is commensurate with experience and abilities

Primary Responsibilities:

- Direct and execute multiple campaigns for all annual fund constituencies
- Meet production deadlines, manage budget, and achieve revenue targets
- Develop and implement a master plan and calendar for all facets of a diverse annual giving program.
- Maintain a portfolio of top annual giving prospects, conducting personal visits and solicitations. Identify prospects for upgraded giving to transition to major gifts portfolio.
- Collaborate with leadership to execute the board/staff annual giving campaign.

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- Events:
 - Responsible for managing relationships of event participants including: committee members, sponsors, and board members
 - Set strategies for Fund-A-Need including theme, focus, donor identification, and cultivation
 - Plan and execute donor stewardship events throughout the year
 - Assist with post-event stewardship activities

Work Conditions:

- Work is performed in the Monterey office as well as in the community.
- This position requires some travel throughout the tri-county region, though largely Monterey County.
- Evening and weekend hours should be anticipated to accommodate donor schedules and local events.

Application Process:

Must submit a cover letter along with a resume via email or mail to:

Siobhan Greene, President/CEO
Hospice Giving Foundation
80 Garden Court, Suite 201
Monterey CA 93940
sgreene@hospicegiving.org

Please, no phone calls or faxed inquiries.

- Full-time, exempt position.
- Salary is commensurate with knowledge, skills, and experience. Range begins at \$80,000
- Benefits include 403B plan and health care coverage.
- Available: July 1, 2019

Hospice Giving Foundation is an Affirmative Action/Equal Opportunity Employer.