

**BROWN**Health  
UNIVERSITY**Boyden Executive Search Contact**Wendy Wilsker | 781.572.5703 | [wwilsker@boyden.com](mailto:wwilsker@boyden.com)Beth Parsons | 617.592.0473 | [bparsons@boyden.com](mailto:bparsons@boyden.com)**Job Summary**

The Senior Philanthropy Officer will work in collaboration with the RIH/HC President, hospital CDOs, Brown University Health Development Team and volunteer leadership to advance the fundraising program. The incoming officer will focus on the successful identification, cultivation, solicitation, and stewardship of major and planned giving donors.

**Essential Responsibilities**

- Identifies, cultivates, solicits and provides stewardship for major gifts of \$10,000 or more. Builds effective relationships with physicians, patients, grateful families, administration, trustees and volunteers to advance the mission of the institution through philanthropy.
- Manages a portfolio of 100+ active major donors/prospects and creates cultivation, solicitation and stewardship strategies for each.
- Participates in aggressive “moves management” program with a focus on cultivating, rating, soliciting and stewarding gifts over \$10,000. Makes anywhere from 3-4 “asks” per month.
- Documents all cultivation and solicitation activities with prospects/donors and cooperates with established prospect clearance policies and procedures.
- Works with RIH/HCH and Brown University Health development staff to ensure collaboration among affiliates and disciplines, maximizing opportunities for the cultivation of major, principal, planned, foundation and corporate gifts.
- Works with appropriate Brown University Health development staff to ensure that gifts are recorded, acknowledged and recognized in keeping with the best practices in recognition and stewardship.
- Recruits, organizes, trains and directs volunteers, advising same on effective major gift fundraising methods.
- Works closely with the Major Gifts team to develop and implement individual donor strategies for cultivation and solicitation.

- Maintains effective and timely communication with senior management and physicians to discern organizational goals and to incorporate funding priorities in donor cultivation and solicitation strategies.
- Implements major gift fundraising strategies that are consistent with Brown University Health and Rhode Island Hospital missions, and works closely with appropriate Brown University Health departments to both leverage resources and maintain unified messaging.
- Helps identify major gift prospects and develops strategies for elevating donor commitment.
- Participates as a member of the major gift team during meetings and as system-wide fundraising opportunities are developed.
- Works closely with gift officer colleagues on developing effective prospect strategies for campaign and non-campaign initiatives. Where appropriate, will assist VP/CDO in providing mentoring for new and/or less experienced individual giving officers.

### **Education and Experience**

- Bachelor's degree in communications, business administration or the like, or the equivalent in related experience.
- Five to seven years related professional experience in development, including experience in major gift fundraising, with established track record in achieving annual goals.
- Experience at a multi-institutional hospital or health care center preferred.

Brown University Health is an Equal Opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, ethnicity, sexual orientation, ancestry, genetics, gender identity or expression, disability, protected veteran or marital status. Brown University Health is a VEVRAA Federal Contractor.

**Boyden Contacts**

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**About Boyden**

Founded in 1946, Boyden global executive search was the first firm to focus entirely on retained executive search. Others would soon follow, using many of the basic tenets and principles that Sidney Boyden put in place: maintaining a strict code of ethics and standards; establishing a global presence; creating uniform processes; and working with highly experienced business partners. These aspects of Sidney Boyden's vision are still in use today.

Boyden continues to be a leader in the executive search industry. Through the ever-expanding use of cutting-edge technology, while always adhering to strict ethical standards, we remain true to our rich heritage as the founders of retained executive search. We cover the globe with over 70 offices in more than 40 countries, led by resident professionals adept at working in a global economy. We are poised to help our clients find the people who will lead them today and into the future. In addition to retained executive search, Boyden works with clients seeking advice regarding their Boards. We also assist clients with interim management and leadership assessment.

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