



Boyden Executive Search Contact

Daniel C. Grassi | 678.441.9600 | dgrassi@boyden.com

Ashley Travis | 321.578.0333 | atravis@boyden.com

Position Summary

In coordination with the WVU Foundation and WVU Medicine & Health Sciences Development, this position is responsible for designing and executing the development program for the WVU Medicine Heart & Vascular Institute.

Key support is provided by WVU Medicine & Health Sciences Development and the central office of the West Virginia University Foundation in the areas of: prospect management, communications, donor engagement, corporation and foundation relations, annual giving, planned giving, and regional major giving.

Essential Duties and Responsibilities

- Lead and direct private philanthropic support at all levels for WVU Heart & Vascular Institute, including leadership, major, annual, and planned giving. The Director will utilize and coordinate several outreach activities to identify and engage prospective donors, including personal contact, electronic and social media, direct mail campaigns, and special events.
- Personally identify, select and manage a portfolio of high-potential prospects in order to expand the base of philanthropic support from a regional, local and selected national prospect pool. Coordinate and manage work to focus on leadership and major gift prospects with evaluated gift potential as identified by the WVU Foundation prospect research program. Emphasis on face-to-face contact with prospects and donors, including travel as needed. Meeting quantifiable (personal and team) work objectives established for each fiscal year.
- Maintain a dynamic "Top 25" list of donors to be solicited within a 12-month time frame along with actively qualifying prospective donors to feed pipeline growth.
- Actively participate in the creation, implementation, and training of faculty for the WVU Medicine & Health Sciences' Grateful Patient Families and Friends Program, representing the interests of WVU Heart & Vascular Institute.
- Work closely with the Executive Director of Development for WVU Medicine on prospect strategy, needs coordination, necessary support functions, work implementation, and progress reporting.

- Engage WVU Heart & Vascular Institute and J.W. Ruby Memorial Hospital leadership as appropriate in raising private support. Develop and maintain collegial relationships with Heart & Vascular Institute physicians, researchers, and staff.
- Capitalize on all fundraising resources available through the WVU Foundation, for advancing and supporting funding priorities and development program including Plus Delta Partners training.
- Coordinate fundraising activities and prospect management with colleagues throughout Medicine and Health Sciences, as well as the University, to further collaboration and develop multiple interest donors. Develop engagement and solicitation strategies with leadership and partners to increase productivity.
- As informed/directed by leadership, identify, enlist, motivate, guide, and encourage volunteers to further drive support for the program, especially in the areas of leadership and major gift cultivation and solicitation. Align with and support the Leadership Council and lead future campaign committees.
- Partner with colleagues in WVU Medicine & Health Sciences Development and the central office of the WVU Foundation in the areas of prospect management, communications, donor engagement, corporate and foundation relations, annual giving, planned giving, and regional major giving.
- Travel, including overnight, is sometimes required.

Education, Experience and Competencies

- Bachelor's degree and 7-10 years of direct fundraising experience with a preference for previous work in an academic medical center and grateful patient fundraising, or an equivalent combination of education and experience. Master's degree preferred.
- Must have a proven track record as a successful individual fundraiser, having closed a significant volume of major gifts, ideally at the six and seven-figure level.
- To perform this job successfully, an individual should have knowledge of Development software and Word Processing software.

Grateful Patients

WVU Medicine & Health Sciences Development and the WVU Foundation established the Grateful Patients, Families and Friends Program to provide opportunities for individuals, family members, and friends to recognize the exceptional care provided by WVU Medicine healthcare professionals. The West Virginia University Foundation, Inc. (WVUF) operates the Grateful Patient Families and Friends (GPFF) fundraising program as a Health Insurance Portability and Accountability Act of 1996 (HIPAA) compliant program. As such, access to the data and the GPFF system is restricted. This position will be granted access to the GPFF Dashboard in order to fulfill the job responsibility of fundraising for the GPFF program.

Boyden Team**Dan Grassi**

Managing Partner

dgrassi@boyden.com

M +1 678.441.9600

**Ashley Travis**

Associate

atravis@boyden.com

M +1 321.578.0333

About Boyden Global Executive Search

Established in 1946, Boyden pioneered the first organized approach to executive search. Boyden has a network of more than 350 professionals in over 75 offices in 45 countries. Worldwide, the Boyden culture is based on professionalism, integrity, high personal partner involvement, and a commitment to exceed client expectations.

This document contains confidential and/or legally privileged information. Any disclosure, reproduction, or distribution without the consent of Boyden is strictly prohibited.