

## **Philanthropy Officer, Gift Planning – Phoenix Children’s Hospital**

Work for a premier hospital system in the Southwest. Become part of a superstar team that helps save lives. The position of Philanthropy Officer Gift Planning will help ensure fundraising success. The gift planning program focuses on frontline activity, particularly creating and implementing strategies for successful solicitations and building strategic relationships with prospects and donors. The Philanthropy Officer will need to prepare written and oral presentations to potential donors, develop gift opportunities and cultivate and solicit gift prospects. The Philanthropy Officer will collaborate with other team members to build upon strategic gift-planning initiatives to launch and grow the program.

### **Position Duties:**

- The Philanthropy Officer will consistently use collaboration, strategy, and a focus on the frontline to achieve annual metrics and financial goals for the hospital's Foundation and the Office of Gift Planning.
- Carry an individual portfolio of 100 gift-planning prospects.
- Develop and implement thoughtful, strategic cultivation, solicitation, and stewardship plans for prospective planned giving donors.
- Identify and develop collaborative and blended giving opportunities with philanthropy colleagues from across the foundation, and work toward successful solicitations.
- Identify and qualify new planned giving prospects.
- Coordinate activities with other gift officers and entities, including physicians and administrators.
- Ensure regular contact with donors through various activities and communications, especially face-to-face meetings.
- Identify and develop joint significant giving opportunities in collaboration with colleagues and team members across the foundation.

- Support and partner with fundraising colleagues in securing planned gifts by providing technical expertise and options, proposal language, and participating in prospect meetings as appropriate.
- Stay current in gift planning trends, opportunities, and related legislation, and provide regular updates to colleagues.
- Role model frontline focus and productive culture.
- Demonstrate an ability to solve problems with discretion, tact, and strong communication skills.
- Identify, organize, and direct the efforts of philanthropic volunteers as needed and assigned.
- Meet annual activity and financial performance metrics.

**Minimum Qualifications:**

- Bachelor's degree or Master's in business, philanthropy, or a related field.
- The successful candidate must possess a minimum of seven years in fundraising, development, or a related field in a non-profit environment.
- Must have at least five years as a gift planning professional with experience in a sophisticated development or fundraising operation.
- Experience in a medical or academic development setting is strongly encouraged.
- Candidate must be able to navigate a wide variety of business and social settings and enjoy taking the hospital's message to individuals and organizations unfamiliar with its work.

**For immediate consideration, please forward your resume to**

**[tlicari@phoenixchildrens.com](mailto:tlicari@phoenixchildrens.com)** or apply online:

**<https://sunshineandhawk.zohorecruit.com/recruit/Portal.na?digest=TP61YxAUBMrN@nqrHQ07k..ZN45.q0HFCl0SOUeutQE->**

Phoenix Children's Hospital is an Equal Opportunity Employer.