



## **Hospice of Broward County Foundation - Philanthropy Manager, Broward County (Full Time)**

Location: Fort Lauderdale, FL

Questions: Valerie Vitale, Executive Director @ [yvitale@hpbcf.org](mailto:yvitale@hpbcf.org)

We consider our employees our greatest resource and offer a competitive benefits package. The following is an overview of our wide range of comprehensive benefits.

<https://teds.trustbridge.com/careers/resources/img/benefits.pdf>

All interested applicants, must apply online. Please apply here:

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### **JOB SUMMARY**

Responsible for identification, cultivation solicitation and stewardship of gifts and sponsorships to the Foundation, in Broward County. This would include both individual, corporate donors and foundations. This position is goal oriented and will have a minimum annual fundraising component. Demonstrates support to the Sr. Director for the overall success of the market. The Resource Development team works collaboratively on fundraising goals and the ability to work efficiently and as a member of a team is a required.

### **QUALIFICATIONS**

#### **A. Education/Regulatory Requirements:**

- Bachelor's degree or an Associate Degree with an additional 2 years of commensurate experience in lieu of degree.
- At least 5 years experience in customer relations, marketing, development or related field. CFRE preferred.

#### **B. Skills:**

- Tangible experience of having expanded and cultivated existing donor relationships over time.
- Ability to influence and engage a wide range of donors and recruitment of volunteers.
- Strong organizational and time management skills with exceptional attention to detail and ability to manage multiple tasks and projects at a time.
- Basic knowledge and proficiency in Microsoft Office Suite and experience with Raiser's Edge or similar donor database software.
- Knowledge and proficiency in event based fundraising environment including committee recruitment and event administration, including return on investment.

**C. Professional Requirements:**

- Excellent communication skills, both written and oral including large and small group presentations.

**D. Language Skills:**

- Bilingual (English/Spanish) preferred.

**ESSENTIAL POSITION ELEMENTS**

- Develops key external alliances by cultivating individual and philanthropic support within defined region in support of budget/personal goal initiatives.
- Develops and manages portfolio of donors including individual, corporate and foundations through sales calls, presentations and donor stewardship that result in increased giving and overall profitability of the organization.
- Develops and executes individual proposals; writes and achieves all proposals with a long-term relationship-management approach and provide "case for need" to donors and potential donors.
- Develops events and local committees for fundraising working in collaboration with the SR. Director of Broward and Director of Special Events within geographic region that produce budget driven ROI targets.
- Manages and implements a stewardship program aimed at cultivating deeper ties with donors with concentration on "moves management" to next level of engagement.
- Monitors donor information; provides and presents accurate and timely statistical analysis to Executive Director, Broward and fundraising staff. Monitors and reports monthly on the progress of program and dollars raised to goal/budget.
- Conducts work in an efficient, productive manner minimizing waste and excessive cost.
- High energy and passion for mission is essential.
- Performs other duties as required and conforms with and abides by all policies and procedures.

**About Strategic Philanthropy:**

Strategic Philanthropy, Inc. a south Florida based company, was founded on the belief that effective corporate giving can be so much more than simply writing a check to charities and nonprofits who ask for your help or involvement. It is our belief that when a company aligns its charitable giving with a strategic approach and measurable outcomes, the power of giving enhances a company's brand, image and strengthens the relationships and partnerships within the community.

In short, Strategic Philanthropy gets hired by companies to give away their money to nonprofits that meet a company's business goals and objectives. As you can imagine, we have many relationships with the nonprofits in our community. We value all of the programs and services they have to offer and work with them to help promote positions that are available within their organization so that they may find the best talent possible.

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