



POSITION SPECIFICATION

VICE PRESIDENT OF PHILANTHROPY

Institute on Aging
San Francisco, CA

Leadership Search Partners

is a search firm focused exclusively on the nonprofit sector. A division of Brakeley-Briscoe Inc., the firm works with local, national, and international nonprofits to help them hire exceptional senior-level leaders.

Managing Director, Scott Staub, ACFRE

is leading this search assignment. Inquiries may be made, in confidence, to Scott Staub at scott@leadershipsearch.com.



TITLE: Vice President of Philanthropy

ORGANIZATION: Institute on Aging

LOCATION: San Francisco, CA

REPORTS TO: Chief Executive Officer

MISSION

Institute on Aging works to enhance the quality of life for adults as they age by enabling them to maintain their health, well-being, independence and participation in the community. The organization serves a diverse population of older adults and adults with disabilities by providing innovative, community-based programs that enable their clients to live at home for as long as possible. They serve as an essential partner in the continuum of care by providing health services, social and emotional support, and education and advocacy.

The Institute was established by Mount Zion Hospital in San Francisco through the visionary leadership of Dr. Larry Feigenbaum and Rhoda Goldman. Both saw the need to do more in supporting older adults in their desire to age in place. Through the generosity of the San Francisco Jewish community, the Institute was launched in 1975.

ABOUT INSTITUTE ON AGING

You may think “old” when you think of Institute on Aging (IOA) because they offer services to elders and are a 40+ year-old institute...but you wouldn’t be more wrong. While they do have a long-standing history in California, IOA is on the forefront of revolutionary healthcare models, reshaping the way people can age in place. Their innovative models transform lives, enhance communities, and save healthcare systems millions of dollars. Rather than focusing on archaic outdated design, IOA strives to consistently question the “status quo” and has created new and more innovative ways to help aging adults maintain their quality of life. With over 23 programs, IOA is fulfilling its mission by offering multiple ways to aid seniors maintain their health, well-being, independence and participation in the community.

The Institute believes the future should be something to look forward to, at every age, and brings together pioneering experts, seasoned champions and hands-on caregivers to make growing older better for elders and their families. As the leading advocate for older adults and those who care for them, the Institute is a nationally-recognized thought leader and sought after by the New York Times, Washington Post, San Francisco Chronicle and others for its insight and expertise in the aging space.

In addition to providing home care and case management services, the Institute operates San Francisco’s Elder Abuse Prevention Program; The Friendship Line, a free 24-hour suicide prevention warm line for seniors; enrichment centers for adults experiencing Alzheimer’s and dementia; behavioral health; the Program of All-Inclusive Care for the Elderly (PACE), which



provides medical care and rehab; and CONNECT, a free community referral service for all things elder.

Offering over 20 different programs, four new major initiatives have been launched over the last five years that included geographic expansion from the Bay Area into Southern California. These expansions have created immediate enhanced quality of life for many aging adults, and the Institute has increased the number of lives it touches from 8,000 to 20,000 over 10 years. Its ability to build self-sustaining, life transforming, and community enhancing models position the Institute as the best suited to launch an all-encompassing dementia center.

ABOUT THE OPPORTUNITY

Institute on Aging (IOA) seeks a dynamic leader to serve as the Vice President of Philanthropy, leading the organization to its next level of innovation and fiscal success. The leader will build on the rich history of IOA's service to seniors and pioneering programs.

The Vice President of Philanthropy will exercise leadership and management responsibility in developing fundraising strategies to meet contributed revenue goals and deepen relationships with existing and potential major donors. This will include working closely with the IOA's board of directors, staff, and volunteer leaders to realize strategic priorities.

The position will report directly to IOA's President and CEO, J. Thomas Briody.

Key Responsibilities

- **Leadership**
 - Provide leadership, management, and mentoring to development staff; provide guidance on best practice and strategy when needed
 - Partner with leaders across the organization to deliver effective strategies for donors
 - Partner effectively with colleagues to ensure that every donor has an optimal level of interaction with IOA volunteers, leadership and program staff
- **Fundraising**
 - Develop, refine and implement the strategy for fundraising that maximizes potential giving
 - Strategize, identify, and develop new funding pipelines, major donors, and donor base, capturing new and lasting donor audiences

- Direct the work of the fundraising team to develop and implement fundraising programs and donor cultivation opportunities that maximize giving
- Manage an active portfolio of major donors and prospects by creating and implementing personalized cultivation and stewardship plans and gift requests for each donor within portfolio; assign other donors as appropriate
- Play a key role in fundraising and ensure IOA's ability to cultivate and solicit major donors, foundations, corporations and public funding to significantly increase contributions
- Analyze reports on donor interactions to make strategic decisions for the program to maximize giving opportunities. Prepare and present information and progress to IOA's senior management team and other stakeholders

Professional Experience/Qualifications

Experience:

- Ten or more years of substantial and progressively responsible professional experience, preferably in the San Francisco Bay Area, including 5+ years of experience supervising professional staff
- Demonstrated experience overseeing complex or multiple projects from inception to successful completion, including meeting financial goals and ensuring strategic alignment of key staff and partners
- Demonstrated success in fundraising; experience with major donors, foundations, corporations; Track record of soliciting and closing six-figure+ gifts
- Experience working in a complex, matrixed organization
- Deep understanding of the Jewish philanthropic community

Skills:

- Strong leadership skills, with an entrepreneurial spirit and strong business and management skills; Demonstrated ability to inspire and motivate staff, volunteers and donors is required
- Strong strategic and implementation skills; Ability to grasp the opportunities and challenges of the organization and the role
- Outstanding communicator; Excellent speaking, writing and interpersonal skills
- Experience using a development database (Raisers Edge preferred) and high comfort level analyzing data to hone strategies and achieve goals

Personal Characteristics:

- Willingness and ability to travel routinely throughout the region and nationally, as required
- A personal commitment to IOA's mission



Education:

- Bachelor's degree required
- CFRE a plus

COMPENSATION

A highly competitive compensation and benefits package will be made available to the qualified candidate

TO APPLY

Leadership Search Partners is conducting this search on an exclusive basis on behalf of the Institute on Aging. Interested candidates should apply via email by sending a letter outlining qualifications, brief bio and resume as PDF or Word documents to Chelsea Burr at chelsea@leadershipsearch.com with "IOA VP of Philanthropy" in the subject line.

Inquiries may be made, in confidence, to Search Consultant Scott Staub at Scott@leadershipsearch.com.

EOE STATEMENT At IOA, all employees are treated equally and are encouraged to achieve their fullest potential. We respect the individuality of each member of our community, and we are committed to a workplace free of any kind of discrimination based on race, color, religion, sex, age, sexual orientation, gender identity and expression, disability, national or ethnic origin, politics, or veteran status. IOA celebrates diversity as core to our institutional values, our mission, and our vision of success.

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