

Assistant Vice President of Central Development and Schools

Oregon Health & Science University has become Oregon's only health and research university. Its mission is both fundamental and profound: to improve the health and well-being of the state and its citizens. OHSU could not exist without private support. The generosity of donors makes an extraordinary difference in the welfare of our family and friends — and the vitality of our region.

The Oregon Health & Science University Foundation is a dynamic organization with a mission to raise private philanthropic support for Oregon Health & Science University (OHSU) and to invest and manage these gifts responsibly in accordance with donors' wishes. The foundation also oversees the efforts of hundreds of volunteers who participate in community-based fund-raising programs and events supporting OHSU.

The OHSU Foundation has an opening for an Assistant Vice President of Central Development and Schools. Responsibilities include:

- Raise significant levels of philanthropic support for OHSU through the OHSU foundation
- Provide strategic direction and day-to-day oversight of the development efforts of the Schools of Dentistry and Nursing and the offices of annual and special gifts, foundation relations, gift planning, university alumni relations, and corporate relations
- Recruit, select, motivate, train and mentor departmental staff
- Personally manage a major and principal gift portfolio
- Plan, establish clear performance objectives and goals, oversee and formally evaluate the work of departmental staff; track results and report on progress
- Qualify, cultivate, solicit and steward philanthropic partners for major and principal gifts
- Serve as a member of the foundation's operational management team

Requirements:

- Bachelor's degree in liberal arts or business
- 7+ years fund development experience, preferably in medical education and/or academic higher education
- Demonstrated experience in the full spectrum of philanthropic fund development, including major and principal gifts, comprehensive campaigns, annual and special gifts, proposal development, special events planning, prospect research and a working knowledge of the various vehicles used in charitable estate planning
- Proven success in managing, mentoring, retaining and recruiting a professional and diverse staff
- Ability to understand and effectively manage complex issues related to medical education in a multi-tiered, academic medical institution
- Comprehensive understanding of financial reports used by the foundation and university

- Strong interpersonal skills and proven ability to work effectively with many different constituencies, especially physicians, academic community, trustees, business leaders and volunteers
- Be entrepreneurial in nature: creative, self-starting and oriented toward action and results
- Demonstrated oral and written communication skills
- Possess strong attention to detail
- Ability to organize time effectively, establish priorities and manage a large number of tasks simultaneously
- Possess sound judgment, strong work ethic, and a deep to commitment to excellence, and high professional standards and ethics
- Commitment to collaborative engagement with OHSUF staff and OHSU faculty.
- Possess valid driver's license, dependable vehicle, and ability to meet Foundation's auto insurance coverage requirements
- Ability to travel, and attend evening/weekend functions

Preference may be given to candidates with the following:

- Master's degree
- Fund development experience in medical education and/or academic higher education

For immediate consideration, please send resume and cover letter with salary expectations to ohsufhr@ohsu.edu

The OHSU Foundation is a Drug Free and Equal Opportunity Employer.