



Assistant Vice President of Major Gifts and Planned Giving

Metro Community Provider Network (“MCPN”), a 501(c) (3) Federally Qualified Health Center (FQHC), is seeking a talented and experienced major gifts and planned giving leader. This individual will have a strong record of accomplishments in fundraising, prospect research, donor relations, strategy development, and portfolio management of major gift prospects.

Reporting to the President, the Assistant Vice President of Major Gifts and Planned Giving is responsible for leading, directing, and overseeing MCPN’s new major gifts and planned giving programs. The Assistant Vice President drives the transformation of these activities, including annual giving; develops, implements, and achieves fundraising goals for increasing private donor and fundraising support. This individual maintains responsibility for donor relations and prospect research, collaborates closely with both the President/Chief Executive Officer and Vice President of Fund Development to manage a portfolio of major gift prospects (those with the capacity to make gifts of \$50,000 or greater). The Assistant Vice President plays a critical role in developing fundraising strategies, especially in designing and executing fundraising campaigns.

Qualifications

- Minimum 10 years of fundraising and development leadership experience.
- An established track record of proactively growing philanthropic revenue from diverse constituencies.
- 8+ years of direct fund development and donor relations experience.
- Strong computer aptitude.
- Excellent written and verbal communication skills.
- Bachelor’s Degree in Business Administration or a related field required. Master’s Degree or post-graduate degree strongly preferred.

Application Instructions:

To apply, please visit the following link: <https://pm.healthcaresource.com/cs/mcpn#/job/39>

Closing Date: Position is opened until filled.

EEO Disclaimer:

MCPN recognizes and appreciates the rich array of talents and perspectives that equal employment and diversity can offer our organization. MCPN is committed to making all employment decisions based on valid requirements. No applicant shall be discriminated against in any terms, conditions or privileges of employment or otherwise be discriminated against because of the individual's race, creed, color, religion, gender, national origin or ancestry, age, mental or physical disability, sexual orientation, gender identity, genetic information or veteran status. MCPN does not discriminate against any "qualified applicant with a disability" as defined under the Americans with Disabilities Act and will make reasonable accommodations, when they do not impose an undue hardship on the organization.

Notice to Applicants:

MCPN conducts a background check, including criminal history, education, license, certification, and drug screening. All candidates selected for an interview are required to provide a certified copy of their academic transcript, license, and certification prior to interviewing.