

GULF COAST COMMUNITY FOUNDATION

Together with our donors, our team boldly and proactively transforms our region – and you can, too. For over 25 years, Gulf Coast Community Foundation (Gulf Coast) has partnered with generous donors, dedicated community partners, and an innovative team of talented employees who are empowered to identify needs in our community and lead strategic efforts to transform them.

Job Description: Vice President of Philanthropy

Reports to: CEO

Status: Full-time, Exempt, Salaried

Salary Range: \$150,000 – \$185,000 annually, plus annual discretionary bonus

To Apply: Send resume to: jointheteam@gulfcoastcf.org

The **Vice President of Philanthropy** is responsible for planning, implementing, and monitoring all development efforts for Gulf Coast in partnership with our donors. This is a strategic leadership role as part of Gulf Coast's Leadership Team, responsible for developing and executing fundraising strategies that identify and build relationships with current donors, prospective donors and professional advisors through outreach, networking, research, engagement, and referrals. Working in collaboration with the President/CEO, the Vice President of Philanthropy plays a pivotal part in the development and oversight of the strategic direction, plan execution and achievement of annual goals associated with donors and overall revenue growth.

Essential Duties and Responsibilities

- Manage and supervise all charitable giving programs
- Develop synergy between donors and community needs
- Develop and implement a strategic plan to facilitate growth for Gulf Coast as a charitable vehicle
- Work to align the interest of donors with the values and priorities of Gulf Coast
- Provide guidance to Board and staff members in the areas of donor cultivation, fund development, and donor-advised giving
- Leverage existing donor and professional advisor relationships to deepen engagement
- Oversee, manage, and steward engagement programming with active donors, prospective donors, and professional advisors
- Collaborate strategically with the Brand team to ensure high-impact communications to donors, prospects, and professional advisors
- Collaborate strategically with the Finance team to ensure attractive and efficient tools for charitable giving
- Represent Gulf Coast in various community events, meetings, and activities, including but not limited to: charitable events, nonprofit community events, Estate Planning Council and Professional Leadership Councils, and supported organization events
- Manage and supervise development staff; maintain, develop, and manage the budget for development activities

Qualifications

- Accurate, intelligent, strategic thinker with the ability to positively influence others
- Self-motivated and able to make solid and well-thought-out business decisions
- Excellent decision-making and problem-solving skills
- Ability to develop, motivate, lead, and supervise staff to achieve organizational goals
- Ability to understand and communicate the broad goals of Gulf Coast while remaining focused on detail-oriented work and follow-through
- Demonstrated experience working in a fast-paced environment
- Ability to work well independently and within a multi-disciplinary team environment and manage multiple projects and priorities
- Commitment to the highest standards of service to internal and external donors, partners, and staff
- Ability to recognize confidential information and to handle appropriately
- Proven ability to interact successfully and build effective relationships with a wide range of constituents and have excellent presentation, written communication, and meeting facilitation skills
- Highly developed people skills and the ability to interact respectfully with people of diverse backgrounds, perspectives, and cultures
- Commitment to enthusiastically live the mission, vision, and values of Gulf Coast

Education Requirements

- Bachelor's degree
- Master's degree in law, business, or finance preferred

Experience Requirements

- Minimum of five years' experience working with donors and professional advisors to inspire philanthropy
- Staff management experience required
- Experience in developing and managing programs and resources in a dynamic and growing organization requiring interacting with a board
- Financial, legal, and/or charitable estate planning experience preferred

General Physical Requirements

- Sedentary work: exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time.
- Occasional walking, pushing, pulling, lifting, exerting over 10 pounds of force and recurrent repetitive motion (such as typing) are involved in performing this role.

Working Conditions

- The employee is not substantially exposed to adverse environmental conditions.
- Events may take place off-site and may necessitate exposure to weather elements.
- Ability to work remotely and from multiple locations as needed

WHY WORK HERE?

EXPERIENCE - We are empowered to deliver an exceptional (+1) experience to our donors, nonprofit and community partners, Board of Directors, and colleagues. Our mission is Together with our donors, we transform our region through bold and proactive philanthropy.

WORKPLACE- Our hybrid workplace, digital communications, and open office space encourages interaction, communication, and collaboration. We create intentional opportunities for our team to connect to foster transparency, collaboration, and sharing of information.

CULTURE - Our cohesive culture is sustained through our high-trust environment where employees are encouraged to identify and develop knowledge and skills, take measured risks, and push boldly into the future. Our values are Integrity, Leadership, Collaboration, and Excellence.

TECHNOLOGY - We have integrated advanced technology and provide employees with the tools needed to succeed while working in a hybrid environment.

EXCELLENT AND AFFORDABLE STAFF BENEFITS

- **HYBRID WORK MODEL** that is highly collaborative and supportive of work-life balance
- **No-Cost Health Insurance** (Employee Only Coverage) – PPO or HMO (with FSA), or HDHP (with HSA) or \$756.44 monthly allowance if externally insured (proof required); affordable dependent coverage offered with employer contribution toward total cost
- **No-Cost** telemedicine for our employees and their families
- **No-Cost** dental coverage for employees and their families with rollover benefits
- **No-Cost** Life, AD&D, Short-Term and Long-Term disability insurances
- Low-Cost vision coverage for employees and their dependents
- Low-Cost pet care discount plan
- Monthly allowance of \$150.00 toward cell phone utilization
- Travel and mileage reimbursement for work-related activities
- Health and wellness discount programs
- Supplemental insurances offered by Colonial
- **SUBSTANTIAL LEAVE TIME** including **200** hours (or 25 days) of PTO annually, no waiting period (prorated for the current year), with rollover eligibility, 11 full-day and 2 half-day paid holidays, modified medical and family leave, paid family leave, paid time off to vote and for poll volunteers
- **EXCEPTIONAL 401K PLAN**
 - 4% employer match after 90 days; + discretionary contribution of up to an additional 5% following completion of 12 months of continuous employment
- **STAFF AND ORGANIZATIONAL DEVELOPMENT INVESTMENTS**
 - Staff retreats and team building events, and off-site staff celebrations and family gatherings
 - Opportunities for ongoing training and development opportunities (conferences and/or trainings)
- **FREE AND CONFIDENTIAL** employee assistance program that offers employees and dependents a variety of tools, resources, and services to support their health, goals, and overall well-being

About the area: Gulf Coast is headquartered in Venice, Florida and our Philanthropy Center is in downtown Sarasota, Florida, both in Sarasota County. Sarasota County is on Florida's West coast, with miles of beautiful beaches along the Gulf of Mexico. Along with our beautiful beaches, no state income tax, and rapidly growing population, Sarasota provides an idyllic opportunity to live and work in paradise.

Mission: Together with our donors, we transform our region through bold and proactive philanthropy.

Vision: We envision thriving communities with opportunities for all.

Values: Integrity | Leadership | Collaboration | Excellence