

Major Gifts Officer

Overview

Founded in 1946, the Oklahoma Medical Research Foundation (OMRF) is among the nation's oldest, most respected independent, nonprofit biomedical research institutes. OMRF is dedicated to understanding and developing more effective treatments for human diseases, focusing on critical research areas such as Alzheimer's disease, cancer, lupus, Multiple Sclerosis, and cardiovascular disease. OMRF follows an innovative cross-disciplinary approach to medical research and ranks among the nation's leaders in patents per scientist.

Located in Oklahoma City, a city that offers a dynamic and flourishing downtown area, with low cost of living, short commute times and a diversified economy, OMRF has been voted one of the Top Workplaces since the inception of the award. This achievement has been accomplished thanks to OMRF individuals who share a unified understanding that our excellence can only be fully realized with a commitment to diversity, equity, and inclusion. Successful candidates will demonstrate commitment to these values.

Benefits

We offer competitive salaries and comprehensive benefits including, medical, dental, and vision insurance, minimum 8% company retirement contribution, vacation and sick leave, paid holidays, onsite cafe, free onsite fitness center with access to personal trainer, free parking and much more! Relocation assistance available for those located 50 miles outside of Oklahoma City metro and out of state. Learn more about our benefits here.

OMRF is an Equal Opportunity/Affirmative Action/Veterans Employer. All qualified applicants will receive consideration for employment without regard to gender, sexual orientation, gender identity, race, color, national origin, age, religion, disability, veteran status, or any other legally protected characteristic.

Responsibilities

The Major Gifts Officer (MGO) is a member of the Philanthropy and Community Relations team and is responsible for securing financial resources for OMRF. The primary focus is meeting and working with donors and prospects with significant giving capacity to accomplish their giving objectives in the form of major gifts. The MGO will engage in and be responsible for all aspects of the donor development cycle including donor identification, cultivation, solicitation, acknowledgment, and stewardship. This position reports directly to the Senior Director of Major Gifts and Outreach, under the strategic vision of the Vice President for Philanthropy and Community Relations.

Performance Measurements:

- Identify major gift prospects. Analyze and predict a donor's propensity, capacity and enthusiasm to give.
- Gather pertinent data to determine the best candidates for the major gifts program.
- Cultivate major gift prospects, investing the necessary time and energy to build relationships designed to understand the donor/prospect goals with the expressed purpose of alignment with OMRF's mission and objectives.
- Solicit major gift prospects. Moving prospective major donors along the donor pipeline ready to receive an appropriate ask based upon donor intent and interest.
- Stewardship of major gift donors. Develop stewardship strategies that continue the major gift relationship for future gifts and planned giving opportunities.
- Manage a portfolio of approximately 150-200 qualified relationships and apply a custom cultivation strategy for each donor.
- Collaborate with team members on the creation of content for written communications including proposals, collateral, and stewardship reports.
- Prioritize and complete ongoing tasks following established departmental guidelines and policies.
- Track prospects and donor contacts in portfolio using organization tools and tracking methods via Salesforce.

Experience:

- A proven fundraising track record, as well as possible history in finance, sales, and marketing

- The ability to lead, work in a team setting, and work independently
- Detailed and in-depth knowledge of fundraising, it's impact and tax-laws associated
- Comfort in researching and analyzing large groups of data to uncover prospects
- Excellent verbal and written communication aptitude
- Capable of handling numerous tasks at once and still meeting deadlines
- Demonstrated history of securing major gifts over three or more years

Qualifications

Minimum Qualifications Bachelor's degree in Business, Communications, Public Relations or other relevant field and 3-5 years of related experience in a non-profit or university environment or equivalent combination of education and related experience. Some travel is required.

To apply, visit <https://apptrkr.com/4188584>

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