

ANNUAL GIVING OFFICER – 1.0 FTE

Our Lady of Peace is a non-profit residential hospice that provides care and compassion to adults with a terminal illness. We have a beautifully remodeled campus in Saint Paul with 21 beds, and we do not charge any cost to the families. Our dedicated care teams work closely with patients and their families to develop an individualized care plan that suits their needs.

Our Lady of Peace Hospice is seeking an individual with experience in fundraising and success in development, implementation, and management of a multi-channel Annual Giving Program to join our team.

ESSENTIAL JOB FUNCTIONS/RESPONSIBILITIES

1. Support and implement fundraising strategies and activities to carry forward the mission and vision of Our Lady of Peace.
2. Responsible for acquiring, retaining, and upgrading annual and mid-level donors specific to the philanthropic priorities set forth by the organization to create a pipeline for major gifts.
3. Collaborate with stakeholders across the organization by acquiring new family members and prospective donors through staff referrals and database information to strengthen the culture of philanthropy.
4. Responsible for identifying, qualifying, cultivation, and soliciting and stewarding high-end and annual donors.
5. Serve as a key member of the Major Gift and Planned Giving Officer with direct accountability of the Annual Giving performance metrics and revenue outcomes.
6. This position will account for a variety of internal tasks unrelated to fundraising.

Work Schedule: Monday through Friday, 8:00 am to 5:00 pm with some evenings and weekends

Requirements

- Bachelor's degree
- One to three years of professional philanthropic or related experience
- High level of team capabilities

Our Lady of Peace has provided expert end-of-life care at no charge to patients or families for over 80 years. Join us and be part of this special mission. We are an equal-opportunity employer and a drug-free workplace.

[Click here to APPLY](#)



All are *welcomed*. All are *respected*. All are *cared for*.