

# Donor Engagement Officer

Health Brigade is seeking a full time Donor Engagement Officer to work in an integrated health care setting to provide exceptional health services to those least served in a caring and non-judgmental environment. Health Brigade is a diverse, value-driven organization committed to person-centered quality care. The Donor Engagement Officer is responsible for cultivating and stewarding existing and new mid-level and major donors, Board member networks, strategic relationships, and business prospects. The Donor Engagement Officer works collaboratively with Health Brigade's Board of Directors, committees, and internal teams to plan and execute the annual development plan, with particular focus on leading and implementing the strategy for donor relations, business development, and event planning.

## Education and experience:

- College degree and minimum 5 years successful donor relations fundraising experience
- Ability to collaborate with staff and board.
- Demonstrated proficiency with technology particularly with MS Excel, relational databases, and social media.
- Ability to build and maintain warm authentic relationships with donors—attending to their interests and opportunities for investing resources in Health Brigade.
- Exceptional follow through and reliability
- Excellent written and verbal communications skills and ability/willingness to represent the agency at public events and in media as needed.
- Effective organizational skills with thorough attention to detail and timely follow up with all stakeholders.
- Initiative-taking to work independently as well as part of a team.
- Ability to manage and prioritize competing demands and deadlines.
- Skilled professional judgement and ability to manage confidentiality and privacy.
- Cultural-Behavioral skills aligned with Health Brigade values.

For a full job description, please go to our website at [www.healthbrigade.org](http://www.healthbrigade.org)

## Compensation

Compensation starts at \$75,000. Health Brigade is an Equal Opportunity Employer.

## To apply

1. Email resume and list of three professional references to [pfoster@healthbrigade.org](mailto:pfoster@healthbrigade.org)
2. Complete the application: <https://form.jotform.com/242005479572155>
3. Complete the above steps by August 16, 2024. No phone calls please.