

Ascension Seton Hays Foundation, Executive Director

The Ascension Seton Hays Foundation works with the local philanthropic community south of Austin to support Ascension Seton Hays, Ascension Seton Edgar B. Davis, Ascension Seton Bastrop, Ascension Seton Southwest and Ascension Seton Smithville. Ascension Seton Hays is the region's safety net provider, a non-profit hospital dedicated to meeting the needs of the community, including the poor and vulnerable. Our goal is to change our community forever by providing transformative, patient-centered healthcare close to home.

The Ascension Seton Hays Foundation, is looking for an Executive Director to help fulfill our Mission, Vision, and Values at Ascension. Our values are foundational to our work to transform healthcare and express our priorities when providing care and services, particularly to those most in need. The Executive Director will provide strategic leadership and oversight, with a focus on fundraising strategies, such as planned giving, annual giving, and major gifts, while nurturing valuable relationships within the philanthropic community.

Primary Responsibilities: Direct the development and implementation of policies, procedures and strategies for fundraising activities.

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- Collaborate with executive management on identification of fundraising goals.
- Develop and implement plans for capital and major fundraising initiatives.
- Prepare communications including the design, writing and printing of brochures, newsletters, donor communications and annual reports.
- Implement marketing strategies that will create a climate conducive to major giving and increase the number of major planned gifts and estate commitments.
- Prepare or assist with budgets and ensure compliance with allocated funding. Coordinate and direct internal/external audit.
- Work with foundation board of directors
- Manage foundation governance, compliance, business and operations
- Responsible for generating annual financial support for ongoing programs and initiatives while providing leadership on financial targets, budget variances, cash flow projects
- Carry a portfolio of major gift supporters and prospects
- Plan fundraising events and gatherings
- Maintain a collaborative working relationship with hospital administrators.

Requirements

- High School diploma equivalency with 5 years of applicable cumulative job specific experience required, with 2 of those years being in leadership/management OR Associate's degree/Bachelor's degree with 3 years of applicable cumulative job specific experience required, with 2 of those years being in leadership/management.

Salary Range: The starting salary for this position is \$119,000, with a midpoint of \$155,000. Final compensation is commensurate with experience.

To apply please send a resume and cover letter to Miguel.Romano@Ascension.org as well as formally apply <https://jobs.ascension.org/us/en/job/1212269/Executive-Director-Foundation>

Equal Employment Opportunity Employer

Ascension will provide equal employment opportunities (EEO) to all associates and applicants for employment regardless of race, color, religion, national origin, citizenship, gender, sexual orientation, gender identification or expression, age, disability, marital status, amnesty, genetic information, carrier status or any other legally protected status or status as a covered veteran in accordance with applicable federal, state and local laws.

As a military friendly organization, Ascension promotes career flexibility and offers many benefits to help support the well-being of our military families, spouses, veterans and reservists. Our associates are empowered to apply their military experience and unique perspective to their civilian career with Ascension.

Pay Non-Discrimination Notice

Please note that Ascension will make an offer of employment only to individuals who have applied for a position using our official application. Be on alert for possible fraudulent offers of employment. Ascension will not solicit money or banking information from applicants.