



PHILANTHROPY OFFICER
[INSTITUTE OF NOETIC SCIENCES](#)

Location — Remote



The Aspen Leadership Group is proud to partner with the Institute of Noetic Sciences (IONS) in the search for a Philanthropy Officer.

The Philanthropy Officer will identify, qualify, engage, solicit, and steward a portfolio of donors with giving capacity in the range of \$25,000 up to \$1 million. The Philanthropy Officer will serve as an essential thought partner for IONS Development staff as they seek to sustain and improve upon new and existing fundraising practices, including all facets of donor engagement.

The transformative experience of astronaut Dr. Edgar Mitchell, the sixth man to walk on the moon, led him to establish the Institute of Noetic Sciences in 1973. He understood that by applying the scientific rigor used in his explorations of outer space, we could better understand the mysteries of *inner space*—the space in which he felt an undeniable sense of interconnection and oneness.

Inner wisdom is inherent to our humanness and has been accessed for millennia through meditation, prayer, yogic practices, and other ancient methods. IONS draws on the evidence of these age-old traditions to construct carefully formulated scientific hypotheses about the power of interconnection and its potential to help us thrive, both individually and as a collective. Through direct-experience research, it applies the lens of modern science to topics often perceived as mysterious or elusive, such as the power of belief to accelerate healing or the connection between intuition and invention.

Evidence from every domain—from medicine and technology to education and business—demonstrates that when innate knowledge is accessed to gain clarity and discover deeper truths about ourselves, it fuels progress for everyone. Every day, the team at IONS is using the power of science to reveal the link between an individual's inner wisdom, the interconnectedness which unites us all, and its power to enhance our lives.

The day science begins to study non-physical phenomena; it will make more progress in one decade than in all the previous centuries of its existence.

—Nikola Tesla

REPORTING RELATIONSHIPS

The Philanthropy Officer will report to the Executive Director of Development, Lisa M. French.

FROM THE CHIEF EXECUTIVE OFFICER AND EXECUTIVE DIRECTOR OF DEVELOPMENT

Everything is interconnected. By embodying an awareness of this interconnection, we can tap into information and energy not limited by space and time, and profoundly amplify transformation, innovation, and well-being (IONS Guiding Hypothesis).

This is an exciting time for an experienced major gifts development professional to join our rapidly growing Development Team. As the IONS Philanthropy Officer, you will have the opportunity to:

- *Be part of a passionate, collaborative, and highly driven staff team working across the entire organization—including a brilliant team of scientists who are conducting leading-edge research. We refer to our inclusive, mutually supportive culture as our “secret sauce” and are looking for aligned individuals to join us.*
- *Join a Development Team that finds a tremendous amount of joy and meaning in its work. While we take very seriously our responsibility to secure the majority of the financial resources needed by our organization each year, we equally value the opportunity to not take ourselves too seriously. Be forewarned, there will be laughter! We also practice what we preach and occasionally include group meditations or intention-setting in our meetings.*
- *Manage a robust portfolio of major donors and prospective donors and conduct one-on-one meetings (in-person and virtually) with some of the most interesting and passionate humans on the planet. You will work to align donors' passions with IONS giving opportunities—and secure much-needed unrestricted support each year.*
- *Play a vital role in the success of IONS 50 Anniversary fundraising efforts and the permanent up-leveling of IONS' fundraising capacity in support of long-term financial sustainability. With the proceeds from the recent sale of our campus, a multi-million-dollar endowment fund has been seeded. The 50th Anniversary is a wonderful opportunity to further build this endowment, as this will be the first concerted effort to engage donors in establishing permanent, named endowment funds.*
- *Be the Change! Help us lead the revolution to reimagine philanthropy and the profession of fundraising. We already approach our work with positivity and from a viewpoint of abundance versus lack—but there is still much to do to up-level how we approach our work and optimize the donor experience—you could play a key role in this effort.*

It is our hope that the new Philanthropy Officer will view their role as a synchronous alignment of professional achievement and a deep personal interest in advancing the forefront of consciousness research.

—Claire Lachance, Chief Executive Officer and Lisa M. French, Executive Director of Development

IONS' COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

The IONS Diversity, Equity, and Inclusion (DEI) Initiative is an expression of their commitment to consciously look at and address systemic racism and inequity of all kinds and its effects within the organization and community. With this initiative IONS seeks to take a holistic and integrative approach to addressing racism and creating opportunities for celebrating and uplifting diversity of all kinds. The DEI initiative is currently being enacted through ongoing staff training, open space for DEI related conversation, and specific departmental action plans. IONS views this initiative and its outcomes as directly contributing to its commitment to revealing the interconnected nature of reality.

PRIMARY RESPONSIBILITIES

The Philanthropy Officer will

- develop and implement donor engagement plans including cultivation and solicitation strategies for prospects in consultation with the Executive Director of Development, Chief Executive Officer, and other IONS leaders;
- assume responsibility for the ongoing identification, qualification, engagement, solicitation, and stewardship of a dynamic portfolio of approximately 75-100 donors and prospective donors including in-house or video conference meetings, donor events, and significant travel for face-to-face meetings;
- serve as an organizational ambassador while on the road;
- keep well-informed of organizational mission, strategy, and priorities in order to educate prospects about IONS direction and needs;
- recommend and facilitate strategic meetings for donors with IONS leadership including the Executive Director of Development, Chief Executive Officer, trustees, and IONS scientists;
- provide support and direction for cultivation and stewardship events;
- assist with other projects, activities, and events as needed;
- maintain thorough records of prospect communications and contacts; and
- participate in professional development opportunities as they arise to update field knowledge and skills.

KEY COLLEAGUES

Claire Lachance

Chief Executive Officer

Claire Lachance serves as the CEO of the Institute of Noetic Sciences, leading a team of world-renowned scientists and experiential program professionals located at the IONS EarthRise campus in Northern California.

Prior to joining IONS in 2016, Claire was Founder and President of Inspiration Quest, Inc. where she led the delivery of comprehensive management consulting services to hundreds of non-profit organizations, foundations, public agencies, and social entrepreneurs. Earlier in her career, Claire held executive positions at Pacific Bell and MetLife. She earned an MBA from Harvard Business School and a BA magna cum laude in Economics from Tufts University.

Lisa M. French

Executive Director of Development

Lisa M. French is the Executive Director of Development at the Institute of Noetic Sciences. With almost 30 years of experience in non-profit organizations, most notably the University of Wisconsin and the University of California, Lisa is dedicated to helping donors align their passions and interests with funding opportunities that have significant and lasting impacts. She is also a long-time intuitive painter and most recently earned a certificate from the Academy of Art, Creativity and Consciousness, located in Assisi, Italy.

PREFERRED COMPETENCIES AND QUALIFICATIONS

The Institute of Noetic Sciences seeks a Philanthropy Officer with

- a commitment to the mission of the Institute of Noetic Sciences—to reveal the interconnected nature of reality through scientific exploration and personal discovery;

- an understanding of all facets of a sophisticated major gifts program and related best practices;
- an ability to develop and implement effective cultivation and solicitation strategies;
- excellent interpersonal skills including an ability to establish and maintain good working relationships with internal and external partners;
- excellent written and verbal communication skills across platforms with an ability to motivate and inspire;
- Salesforce experience (a plus); and
- campaign experience (a plus).

A bachelor's degree is required for this position as is at least five years of major gifts development experience within a university or large non-profit setting.

SALARY AND BENEFITS

The Institute of Noetic Sciences offers a comprehensive salary and compensation package. The position includes competitive vacation, paid holidays, and health, dental, and basic life insurance. IONS offers ample opportunities to engage in its experiential programs.

LOCATION

IONS is currently headquartered in Petaluma, California however, due to the recent sale of the campus, they will be relocating their offices somewhere in the Petaluma or the North Bay Area by December 2022. IONS is open to outstanding candidates working 100% remotely, in IONS North Bay offices or a combination thereof.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a résumé and a cover letter. ***Cover letters should be responsive to the mission of the Institute of Noetic Sciences as well as the responsibilities and qualifications stated in the prospectus.*** Review of applications will begin immediately and continue until the successful candidate has been selected. All inquiries will be held in confidence.

The Institute of Noetic Sciences is an equal opportunity employer and makes employment decisions based on merit. Company policy prohibits unlawful discrimination based on race, color, creed, gender (including gender identity and gender expression), religion, marital status, registered domestic partner status, age, national origin, ancestry, physical or mental disability, medical condition, sex (including pregnancy, childbirth, breastfeeding or related medical condition), genetic information, sexual orientation, military and veteran status or any other consideration made unlawful by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics or is associated with a person who has or is perceived as having any of those characteristics.

To apply for this position, visit:

[*Philanthropy Officer, Institute of Noetic Sciences.*](#)

To nominate a candidate, please contact Gregory Leet:

[*gregoryleet@aspenleadershipgroup.com.*](mailto:gregoryleet@aspenleadershipgroup.com)