



**VICE PRESIDENT OF PHILANTHROPY
LIFESPACE FOUNDATION**

Addison, Texas (Metropolitan Dallas)

[Lifespace Foundation](#)



The Aspen Leadership Group is proud to partner with the Lifespace Foundation in the search for a Vice President of Philanthropy.

The Vice President of Philanthropy will be responsible for the leadership, strategic direction, financial performance, and operational results of the Lifespace Foundation, overseeing all fundraising activities for the Lifespace Foundation and Lifespace Communities, which include more than 5,100 residents throughout 15 communities in eight states. The Vice President will provide leadership for the creation of strategic fund development initiatives including major and planned giving programs, annual giving, donor stewardship and recognition programs, management of volunteer leadership, public relations related to fund development, and the development of campus-based campaign strategies.

The Lifespace Foundation, established in 1992, serves as the charitable arm of Lifespace Communities, Inc. The Foundation has evolved into the multi-dimensional organization that it is today, fulfilling its mission to support the health and welfare of its residents through philanthropy. It was once believed that a senior living community should be the next best thing to being home. Lifespace Communities believes it must be more than the next best thing: It must really be home. When a resident joins a Lifespace Community, they move into a new home in a new “neighborhood.” Their floor plans may change and the lawn may not need their personal attention but the feeling is still the same of being part of a community and wanting to be a good neighbor. For nearly three decades, the Lifespace Foundation has been providing tax-deductible charitable opportunities for residents, team members, family, and friends who are inspired to enhance the lives of those in these communities and to be a part of “neighbors helping neighbors” and “friends helping friends.”

Through the unwavering promise of benevolent care, if a Lifespace resident outlives their financial resources, through no fault of their own, the organization will continue to support and care for that resident the remainder of their life. In addition to benevolent care, there are also funds that support the social, intellectual, spiritual, and physical needs of all residents. In addition, the Foundation provides educational and emergency financial support for its team members to allow for continuous exceptional care for its residents. The Lifespace Foundation is able to make a difference in the lives of seniors and their families thanks to the generous support of its residents, team members, family, friends, and corporate sponsors of Lifespace Communities.

REPORTING RELATIONSHIPS

The Vice President of Philanthropy will report to the President and Chief Executive Officer, Jesse Jantzen, and serve as a member of the Lifespace leadership team. The Vice President will supervise two development team members.

FROM THE PRESIDENT AND CEO

Our Lifespace team members are committed to our Living Lifespace culture which serves as the bedrock and foundation of all that we do. Our mission statement, creating communities that celebrate the lives of seniors, is further bolstered by our Lifespace Promise. Our Promise is that our team members are our most important asset in providing exceptional service and creating memorable experiences for our residents and fellow team members. We support and recognize creativity, compassion, positive attitude, respect, and teamwork; we encourage individual growth and maximum potential. We support a work environment where diversity is embraced, family is valued, and the Living Lifespace culture is strengthened. It is through our promise that team members from every level of the organization come together, unified, diverse, and valued for their unique backgrounds, beliefs, races, and cultures. While many organizations didn't focus on diversity, equity, or inclusion until after the various social injustices our country experienced over the past year, Lifespace has for many years been committed to supporting a diverse and inclusive work environment where our team members work side by side, serving our residents, and supporting their fellow team members.

—Jesse Jantzen, President and CEO

PRIMARY RESPONSIBILITIES

Fundraising and Public Relations

The Vice President of Philanthropy will

- cultivate relationships with residents and solicit major, planned, and annual gifts;
- develop and execute a balanced fund development program that involves residents, family of residents, board members, Lifespace team members, prospective donors from the greater community, corporations, and foundations;
- maintain a portfolio of capable prospective donors to the Foundation, including cultivating relationships with donors capable of 6- and 7-figure gifts;
- ensure the availability and promotion of appropriate outright and planned giving vehicles;
- serve as the chief spokesperson and ambassador for the Foundation's mission and goals;
- oversee and strengthen, where needed, the donor recognition and stewardship program, including appropriate awards and recognition of donors and volunteers for their support;
- oversee the timely and accurate recording of pertinent information in the development software program;
- collaborate with community Executive Directors and other leaders in the engagement of residents in philanthropic efforts;
- develop appropriate marketing, branding, and community building strategies, and assist other marketing team members in writing and editing marketing materials to attract annual, major, and planned gifts consistent with the Lifespace branding and established fundraising initiatives; and
- work to plan, develop, and implement viable, strategic capital campaigns.

Foundation Operations

The Vice President of Philanthropy will

- lead by example, embracing the Lifespace Communities' and Lifespace Foundation's vision, mission, and values;
- execute innovative ideas for raising increased funding from foundations, corporations, individuals, government agencies, and other sources;
- develop strategies to secure significant and sustainable private support to support the mission;

- ensure continual development of a robust pipeline of prospective donors;
- oversee fundraising activities to support the Lifespace Foundation's philanthropic priorities as outlined in the Case for Support;
- prepare and execute Lifespace Foundation's strategic plan with short- and long-range goals to meet Lifespace Foundation's funding objectives, and enlist support from Lifespace's President and CEO, members of the senior leadership team, Executive Directors and other local community leaders, internal and external volunteers, and volunteer groups, as appropriate;
- plan, coordinate, and execute annual campaigns related to established fundraising initiatives and seek to identify additional opportunities for philanthropic support that align with the mission and strategic objectives of Lifespace Communities;
- drive strategy and implementation of fundraising and stewardship events, as appropriate;
- manage all aspects of volunteer activities associated with fund development including volunteer identification, recruitment and training, scheduled meetings, oversight and execution of volunteer-driven activities, and related volunteer committees;
- implement and ensure adherence to established Lifespace Foundation policies, systems, and procedures;
- prepare and submit the annual Lifespace Foundation budget; and
- oversee production of the Lifespace Foundation's annual report on fundraising activities and progress.

Leadership

The Vice President of Philanthropy will

- grow the development team to support comprehensive fund development efforts in all Lifespace Communities, as well as strategic organization-wide priorities;
- provide resources to individual community leadership teams for their role as fundraisers and ambassadors of Lifespace's fundraising priorities;
- foster a positive work environment that attracts, retains, and motivates team members;
- identify appropriate training and professional development opportunities; and
- define and promote performance expectations that encourage excellence through high quality and consistent performance.

Board Relations and Development

The Vice President of Philanthropy will

- lead the preparation of materials and agenda for Foundation board meetings, retreats, and staff Foundation board meetings;
- prepare reports on the Foundations performance for the leadership team and for board of directors meetings;
- support Foundation-related board committees, councils, and community based leadership groups, collaborating with appropriate Foundation and Lifespace team members; and
- ensure proper administrative support of all board functions, orientation, evaluation, and performance metrics.

Other Responsibilities and Commitments

The Vice President of Philanthropy will

- travel extensively;
- during emergencies or natural disasters, be required to be on duty for the duration of the disaster in some cases;
- comply with applicable federal, state, and local laws, rules, and regulations, and maintain knowledge of and follow all company policies and procedures;

- obtain knowledge and demonstrate the principles of Living Lifespace, personal directed care, and successful aging philosophies, and their inherent core values of commitment, respect, compassion, dedication, teamwork, and quality; and
- support, actively participate in, and act by the principles of the Living Lifespace service culture and be familiar with and fluent in the language and service pillars of Living Lifespace.

KEY COLLEAGUES



Jesse Jantzen

President and CEO

Steeped in senior living for nearly three decades, and more recently as CEO of Lutheran Life Communities and Ascension Living, Jesse Jantzen is a highly regarded strategic leader with a demonstrated passion for transforming the field of aging. Earlier career positions include roles in senior living administration, operations, and development, resulting in quality improvements, financial turnarounds, and improved resident satisfaction and employee engagement.

Jesse's robust background along with his unique ability to develop and operationalize strategy has creates a powerful combination for the future of Lifespace. This skillset, along with his childhood experiences in missionary work, enhances his ability to connect with people and fuels his passion for serving older adults. Jesse has been at the forefront of sustainably reimagining success in serving the evolving expectations of generations to come.

As the CEO for Lifespace Communities, Jesse brings his passionate blend of business and servant leadership to more than 5,000 residents and 3,900 team members. Founded in 1976, Lifespace is a leader in senior living with 15 Continuing Care Retirement Communities (CCRC's) in eight states.

A life-long learner, Jesse earned his bachelor's degree and MBA, with a certificate of professional study in Health Organization Management, from Texas Tech University.



Nick Harshfield

Chief Financial Officer

Nick Harshfield joined Lifespace Communities as Chief Financial Officer in 2020. He has over 30 years of experience in corporate finance and accounting in a wide range of industries, including publicly traded and privately held for-profit and non-profit companies. His work spans several industries, including the airline and manufacturing industries and has served more than 18 years in health and human services organizations.

As CFO, Nick oversees Lifespace's financial strategy, planning and analysis, budgeting and forecasting, financial reporting, and accounting operations, as well as the organization's Information Technology.

Nick received the CFO of the Year Award for Large Non-Profit Organizations from Business First of Louisville, Kentucky. He holds a Bachelor's degree in Business Administration-Accounting from the University of Louisville, and is a Certified Management Accountant as well as Certified in Financial Management. Nick also serves as a board member/officer for various not for profit organizations.



Jay D. Lettow
Foundation Development Specialist

Jay Lettow joined The Lifespace Foundation in 2019. Jay was introduced to the nonprofit and fundraising world in college while bicycling from San Francisco to Washington D.C. to raise funds and awareness on behalf of people with disabilities. His professional nonprofit career continued to grow and evolve for over the next 20 years in a variety of roles ranging from Direct Support Professional to Executive Director.

Jay's career includes eight years at the Iowa State University Foundation as Director of Development in the Regional Programs and the Planned Giving Department. He has volunteered with several community organizations to help facilitate fundraising campaigns and served on the Board of Directors of Easterseals Iowa for six years. In 2016, Jay earned his Chartered Advisory in Philanthropy® from the American College of Financial Services.

PREFERRED COMPETENCIES AND QUALIFICATIONS

The Lifespace Foundation seeks a Vice President of Philanthropy with

- a commitment to aging services, social services, or health care;
- knowledge and understanding of all areas of complex fund development programs including annual giving, major, planned giving, and capital campaign;
- a record of progressively responsible fundraising experience and leadership with successful results;
- superior relationship-management abilities including an ability to build meaningful relationships with philanthropically-inclined individuals;
- an ability to gain the support and confidence of the board, President and CEO, advisors, all levels of team members, residents, donors, and the broader constituency through decisiveness, resourcefulness, and sensitivity;
- experience growing and managing teams;
- outstanding interpersonal, communication, leadership, and managerial skills;
- an ability to balance an ambitious long-term vision with near-term tactical priorities;
- a record of strict adherence to the highest ethical standards in fund development; and
- competence in Microsoft Office products and fundraising database software.

A bachelor's degree is required for this position, as is at least seven years of progressively responsible fundraising experience. Experience as the leader of a foundation is preferred.

SALARY AND BENEFITS

The Lifespace Foundation offers a competitive salary and benefits package.

LOCATION

This position is located in Addison, Texas, fifteen miles north of Dallas.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and résumé. ***Cover letters should express a commitment to the mission of Lifespace Communities – to create communities that celebrate the lives of seniors.*** Review of applications will begin immediately and continue until the successful candidate has been selected.

To apply for this position, visit:

[*Vice President of Philanthropy, The Lifespace Foundation.*](#)

To nominate a candidate, please contact Don Hasseltine:

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

All inquiries will be held in confidence.