



**SENIOR DIRECTOR, PRINCIPAL GIFTS STRATEGY AND OPERATIONS**

**LUCILE PACKARD FOUNDATION FOR CHILDREN'S HEALTH**

**Location — Hybrid (San Francisco Bay Area)**



Children's Health

The Aspen Leadership Group is proud to partner with the Lucile Packard Foundation for Children's Health in the search for a Senior Director, Principal Gifts Strategy and Operations.

The Lucile Packard Foundation for Children's Health's Principal Gifts team works with donors and prospects who have the potential to make philanthropic gifts of \$10 million or more. In this newly created role, the Senior Director, Principal Gifts Strategy and Operations will serve as a liaison for the Principal Gifts team, driving the agenda for leadership meetings with the Dean of the School of Medicine, Hospital Chief Executive Officer, Department Chair of Pediatrics, Board leaders, and other key stakeholders. The Senior Director will partner with the Principal Gifts team leaders to determine team-wide goals and revenue forecasts, drive strategic team-wide portfolio analysis, and review and analyze assignment recommendations across the Principal Gifts team.

For this role, the team is seeking an individual with excellent communication, organizational, and leadership skills to take the lead on driving strategy, leading new initiatives, analyzing data, and establishing cross-departmental synergies that empower the team to streamline operations, work effectively with partner teams, and, most importantly, achieve ambitious fundraising goals.

The Lucile Packard Foundation for Children's Health, in partnership with Stanford Medicine and Lucile Packard Children's Hospital, unlocks philanthropy to transform health for children and families in Northern California—and around the world.

The Lucile Packard Foundation for Children's Health is the sole fundraising entity for Lucile Packard Children's Hospital Stanford and the child health programs at Stanford University School of Medicine. The Foundation is named for Lucile Salter Packard, who committed her life to the well-being of children. Lucile, along with her husband David (co-founder of Hewlett-Packard), were leaders in the development of Lucile Packard Children's Hospital Stanford, which opened in 1991. In 1996 the Hospital merged with Stanford University Medical Center, and the Foundation was established as an independent public charity to ensure a source of dedicated funding and support for the health of children. Governed by a Board of Directors, all philanthropic dollars raised by the Foundation are directed to Packard Children's Hospital and the Stanford University School of Medicine.

## REPORTING RELATIONSHIPS

The Senior Director, Principal Gifts Strategy and Operations will report to the Associate Vice President, Principal Gifts, Payal Shah. The Senior Director will initially manage one direct report designated to lead project management.

### FROM THE ASSOCIATE VICE PRESIDENT

*The Principal Gifts team at Lucile Packard Foundation for Children's Health drives philanthropy for Lucile Packard Children's Hospital Stanford, one of the country's top ten children's hospitals. The Foundation also supports the groundbreaking pediatric research led by Stanford University, School of Medicine.*

*The Principal Gifts team is committed to empowering our hospital and brilliant faculty to deliver the best possible health care for mothers and children today while advancing research to improve standard of care for the future. To do that, the Principal Gifts team works toward ambitious, but achievable, revenue goals with transformative potential. In recent years, our growing team has gained incredible momentum, and we are seizing this moment to continue on this path. Our team's work has made it possible for faculty to launch clinical trials, serve new populations of patients, achieve capital improvements to facilities, and lead pathbreaking research initiatives.*

*As a team, we take great pride in that work, with an "all hands on deck" approach—pitching in to help each other, cheer each other on, and celebrate our shared victories, which are also victories for the hospital and the patients it serves. We seek an individual who will embrace and uphold this spirit, and who will be motivated by joining a creative, strategic, and results-driven team made up of accomplished individual contributors who care deeply about what we do, and each other. I believe you will find this shared sense of mission inspiring and fulfilling.*

*In this role, you will join an organization and a team that supports your individual growth, appreciates your input, and actively seeks creativity. Your ideas for new ways of doing things, improved partnerships or efficiencies across teams, and ways to streamline our activities and work smarter will be embraced. Your stellar organizational skills and growth mindset will make you a valuable and respected member of our team. I look forward to hearing from you.*

—Payal Shah, Associate Vice President, Principal Gifts

### LUCILE PACKARD FOUNDATION FOR CHILDREN'S HEALTH'S COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND BELONGING

The Foundation embraces all individuals and celebrates the unique differences each member brings to the team and community. Its approach to fostering diversity, equity, inclusion, and belonging is rooted in the Foundation's cultural touchstones and inherent in its work to encourage every employee to bring their best, most authentic self to work and to provide each of them the opportunity to achieve their full potential.

The Foundation envisions a world where race, gender, resources, and other factors do not serve as barriers to attaining optimal health. It recognizes that this vision requires the commitment and actions of everyone.

To support this goal, the Foundation pledges to:

- Conduct itself in a manner that garners trust and respect from others.
- Foster a welcoming and supportive environment for the team members and community.
- Acknowledge and appreciate the dignity, expertise, experiences, and contributions of each member.
- Approach others with an open mind, compassionate heart, actively listening to their perspectives.
- Foster effective teamwork and encourage collaboration amongst the team and constituents.

## **PRIMARY RESPONSIBILITIES**

### **Strategic Leadership**

The Senior Director, Principal Gifts Strategy and Operations will

- serve as a liaison for the Principal Gifts team to drive agenda topics for leadership meetings with the Dean of the School of Medicine, Hospital Chief Executive Officer, Department Chair of Pediatrics, Board leaders, and other key stakeholders;
- populate talking points and strategies for meetings with key stakeholders and leaders;
- staff the Board Chair and lead gift officers as appropriate and circulate meeting notes;
- represent strategy and needs for Principal Gifts with internal stakeholders such as Events, Board Relations, President's Office, Campaigns Data and Reporting, Prospect Development, etc.; and
- drive the agenda and materials for Principal Gift strategy meetings with the Chief Executive Officer.

### **Data Analysis and Portfolio Management**

The Senior Director, Principal Gifts Strategy and Operations will

- partner with the Principal Gift team leaders to determine team-wide goals and revenue forecasts;
- manage the tracking system for revenue projections, solicitations, and gifts closed;
- accelerate the development of a robust donor pipeline for Principal Gifts;
- partner with Prospect Development to implement and lead the tracking system for Principal Gift prospects in portfolios across the Foundation;
- in partnership with Advancement Services, ensure alignment of data practices between the Principal Gifts team and the Foundation;
- drive strategic team-wide portfolio analysis to inform assignment process;
- thoughtfully review and analyze all assignment suggestions and requests across the Principal Gifts team and make best recommendations to manage gift officers;
- partner with the Data and Reporting team to develop and implement systems for monitoring prospect and solicitation movement within portfolios; and
- partner with the Director of Strategy and Operations and Gift Processing on gift implementation and vetting of new funding opportunities.

### **Principal Gifts Team Systems and Processes**

The Senior Director, Principal Gifts Strategy and Operations will

- drive agendas and content creation for team huddles and retreats;
- assist with the onboarding process for future recruits on the Principal Gifts team;
- oversee budget development and maintenance; and
- recommend new approaches, procedures, and processes to effect continual improvement across the team.

## LEADERSHIP

### **Payal Shah**

#### **Associate Vice President, Principal Gifts**

Payal Shah serves as Associate Vice President, Principal Gifts and shares management responsibilities on the team and works with donors and faculty on transformational gifts. She has worked in academic medicine and healthcare philanthropy for the last several years at institutions such as Stanford Medicine and UCSF. Prior to that she worked at several diverse non-profits ranging from the San Francisco Opera to the Seattle International Film Festival. Shah has a master's degree in marketing communications from Emerson College in Boston.

### **Sarah Collins**

#### **Vice President, Principal Gifts**

Sarah Collins serves as Vice President, Principal Gifts and is responsible for managing the Principal Gifts team as well as working directly with donors and faculty on gifts of exceptional impact. She has spent her career in healthcare philanthropy and has worked at LPFCH for over 20 years, growing her career with the growth of Lucile Packard Children's Hospital and the pediatric programs of Stanford Medicine. Prior to her role in Principal Gifts, Collins spent eight years on the major gifts team and previously led the annual giving department. She earned a B.A. in Human Biology from Stanford University.

### **Cynthia Brandt, Ph.D.**

#### **Chief Executive Officer and President**

Cynthia Brandt was thrilled to join the Lucile Packard Foundation for Children's Health as President and CEO in 2018. Now she is on a mission—with the outstanding team at the Foundation—to unlock philanthropy to improve health for all kids and moms, in Silicon Valley and around the world. During 20+ years in fundraising and communications, Dr. Brandt has contributed to important missions and great teams as Campaign Director for the Smithsonian Institution, Vice President for Advancement at Mills College, and Associate Dean for External Relations at Stanford University's School of Humanities & Sciences. She is grateful and motivated to give back because others' generosity allowed her to pursue a Ph.D. and M.A. in sociology at Stanford and a B.A. in English and fine arts at Vanderbilt.

## PREFERRED COMPETENCIES AND QUALIFICATIONS

The Lucile Packard Foundation for Children's Health seeks a Senior Director, Principal Gifts Strategy and Operations with

- a bachelor's degree or an equivalent combination of education and experience is required for this position as is at least seven years of progressive responsibility in fundraising with a proven track record in major gifts or principal gifts;
- strong understanding of constituent relationship management database systems, ideally Raiser's Edge;
- success in building relationships with stakeholders across functions and managing up and laterally to meet deadlines and deliverables;
- proficiency in Microsoft Office products including Outlook, Word, Excel, and Power Point;
- experience building and managing operational systems and processes; and
- experience using data to drive strategic decision-making.

Competencies the Senior Director, Principal Gift Strategy and Operations must possess:

- **Leadership:** Strong and confident communication style with the proven ability to collaborate, lead effective change management and achieve results within diverse populations.
- **Collaborative:** Personal and interpersonal skills with the proven ability to motivate, engage, and work closely with senior leaders and internal and external stakeholders.

- **Strong organizational skills and a systems-oriented mindset:** Proven ability to meet deadlines, manage multiple priorities, maintain attention to detail, and function effectively in a complex, fast-paced environment.
- **Adaptability and flexibility:** Demonstrated openness and receptiveness to new ideas. Possess a high tolerance for ambiguity in a complex and matrixed work environment.
- **Sound judgment:** Proven ability to make independent decisions, problem solve and operate diplomatically while balancing and meeting multiple organizational needs.

### **SALARY AND BENEFITS**

The salary range for this position is \$185,000 to \$205,000 annually. The Lucile Packard Foundation for Children's Health offers an excellent employee [benefits package](#).

### **LOCATION**

The Lucile Packard Foundation for Children's Health is in Palo Alto, California. The Senior Director, Principal Gifts Strategy and Operations is eligible for hybrid work, meaning working in the office or in person when needed and on an average of eight days a month. The Senior Director, Principal Gifts Strategy and Operations should reside in one of the following ten Bay Area counties: Santa Clara County, San Mateo County, San Francisco County, Alameda County, Contra Costa County, Marin County, Napa County, Sonoma County, Solano County, or Santa Cruz County.

Note, the Foundation has a mandatory Covid-19 Vaccination Policy, and all new employees must submit proof of their Covid-19 vaccination and booster vaccine at the time their employment commences. Alternatively, prior to commencing employment, new employees may request approval for accommodation for an exemption to the policy as permitted by law.

### **APPLICATION INSTRUCTIONS**

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of the Lucile Packard Foundation for Children's Health.*** The Foundation encourages applications from candidates that reflect the diversity of the community it serves. Review of applications will begin immediately and continue until the successful candidate has been selected.

*To apply for this position, visit:*

[Senior Director, Principal Gifts Strategy and Operations, Lucile Packard Foundation for Children's Health.](#)

*To nominate a candidate, please contact Felicia Garcia-Hartstein, [feliciagh@aspingleadershipgroup.com](mailto:feliciagh@aspingleadershipgroup.com).*

*All inquiries will be held in confidence.*