



**Lifespan**

*Delivering health with care.™*

**Planned Giving Officer  
Lifespan  
Providence, RI  
[www.lifespan.org](http://www.lifespan.org)**

Lifespan – Rhode Island’s first health system and a major teaching affiliate of The Warren Alpert Medical School of Brown University – is seeking an experienced Planned Giving Officer (PGO) to contribute to the fundraising efforts of Rhode Island Hospital and its pediatric division, Hasbro Children’s Hospital, and The Miriam Hospital. The PGO will design and implement strategies for a comprehensive gift planning program ranging from marketing initiatives to direct solicitation, working under the direction of the CDOs of Rhode Island/Hasbro Children’s Hospitals and The Miriam Hospital.

The largest hospital in the state, the 719-bed **Rhode Island Hospital (RIH)** is a nationally and internationally recognized research and academic medical center. With the state’s only Level 1 trauma center and accredited burn center, RIH provides a full range of treatment and diagnostic services with particular expertise in cardiology, diabetes, emergency medicine, trauma, neurosciences, oncology and radiation oncology, orthopedics, pediatrics, and surgery.

The pediatric division of RIH, **Hasbro Children’s Hospital** is the premier pediatric facility for clinical care, research, and education for southeastern New England. The 87-bed hospital offers a broad range of pediatric services and has the only emergency department, Level 1 trauma center, critical care team, and ambulance service dedicated to pediatric patients.

Founded by the Jewish community in 1926, **The Miriam Hospital** is a 247-bed acute care hospital that has received numerous clinical quality awards and has earned an outstanding reputation in the community. The Miriam offers an array of services with particular expertise in cardiology, oncology, orthopedics, men’s health, bariatric surgery, minimally invasive surgery, and robotic surgery. It is also nationally known for its HIV/AIDS research and its behavioral and preventive medicine research.

**Position Summary:**

The PGO collaborates with development leadership to recruit and train planned giving committees and volunteers and cultivate and solicit gifts. S/he identifies and develops strategies for cultivation and solicitation of donors and provides support to maximize outcomes; reviews and assesses current policies and procedures for management, stewardship, and recognition programs for planned gift income and makes recommendations to affiliate CDOs. The PGO assists in creating various promotional materials, participates in events and community functions, and coordinates tours to increase awareness of the impact of Lifespan and its affiliates. S/he will coordinate planned giving seminars, use planned giving software to provide donors with charitable gift annuity scenarios, and work with Lifespan’s legal department to create documents for gift instruments. The PGO maintains records and provides metrics-oriented reports and analyses of program activities.

**Requirements:**

Minimum of five years’ related professional experience in development, including experience in gift planning, with an established track record in achieving annual goals; knowledge of current law and tax code regulations pertaining to charitable giving; exemplary oral and written communications skills; strong computer, moves management, and information management skills required. Raiser’s Edge and PG Calc proficiency preferred. BA/BS required, Master’s preferred.

**This is a retained executive search of Exceptional Executive Search, Inc.  
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