

Development Manager – Corporations and Foundations

For over 40 years, Hosparus Health has provided compassionate post-acute care, including palliative and hospice services, to thousands of patients and families across 37 counties in Kentucky and Indiana. Our not-for-profit home health delivery model allows us to care for our patients wherever they call home. Guided by mission-driven values, we provide our services to any patient who needs us, regardless of their ability to pay and regardless of race, color, national origin, sex, age, disability, religion, or gender identity.

Hosparus Health's nationally recognized, multidisciplinary CARES Teams offer medical care and pain management, individual and family counseling, personal care and companionship, spiritual care, crisis care and respite care. We also care for seriously ill children and their families through Kourageous Kids, one of the first pediatric palliative and hospice programs in the country. Our Louisville-based inpatient unit allows us to serve high needs patients.

The Opportunity:

Development Manager – Corporations and Foundations researches and writes local, regional, national and federal grant proposals to foundations, corporations and governmental agencies in support of Hosparus Health programs and personnel. The Development Manager – Corporations and Foundations assumes responsibility for entire grants process, including maintenance of grants schedule, completion of application process, completion of follow-up reports, and identification of new corporation and foundation funding sources.

Position Duties & Responsibilities:

- Acquires extensive understanding of funding opportunities within the communities we serve and beyond our geographical boundaries.
- Acquires and maintains sound knowledge and understanding of all projects and programs for which grants will be sought.
- Performs prospect research to uncover grant opportunities as well as for annual, major and capital gifts.
- Strives for annual grant revenue goal as established by the Vice President of Development and Fundraising Campaign Director.
- Responsible for management of a portfolio of accounts to include solicitation and stewardship of existing relationships.
- Develops and maintains calendar of all grant application deadlines.
- Produces and submits applications for all grants.
- Maintains development database grant and corporate giving records.
- Seeks personal connections with staff, board, trustees, volunteers and donors from corporations and foundations.
- Produces and interprets timely and accurate reports for meetings and presentations for a variety of audiences.
- Provides information to Finance and Development Database Administrator for invoicing.
- Collaborates with leaders of Hosparus Health programs to strategize on funding needs and grant opportunities.
- Cultivates relationships with external grant managers and program officers of funding bodies.

Position Qualifications:

- Bachelor's degree required. Certification of master's degree preferred.
- Five years' experience in an office environment required (preferably in development, corporate relations or healthcare).
- Three years fundraising experience required.
- Proficient with MS Office software, including Word, Excel, PowerPoint, Outlook and Access.
- Experience in Raiser's Edge and Raiser's Edge NXT preferred.
- Excellent writing and interpersonal skills.

To Apply:

www.hosparushealth.org

<https://usr57.dayforcehcm.com/CandidatePortal/en-US/hosparus/Posting/View/458>