



Vice President of Development  
Rhode Island Foundation  
Providence, Rhode Island  
[rifoundation.org](http://rifoundation.org)

*Send Nominations or Cover Letter and Resume to:*

Libby Roberts  
Senior Vice President, Lindauer  
617-262-1102 Ext. 225  
[lroberts@lindauerglobal.com](mailto:lroberts@lindauerglobal.com)

Chandra Montgomery  
Consultant, Lindauer  
617-262-1102 Ext. 254  
[cmontgomery@lindauerglobal.com](mailto:cmontgomery@lindauerglobal.com)

### ***The Opportunity:***

Anchored by a rigorous fiduciary responsibility to donors and fundraising philosophy rooted in realizing their dreams, the foundation is laser-focused on educating and inspiring philanthropy to meet some of Rhode Island's most pressing challenges.

The Foundation seeks an ambitious, accomplished, and trusted development leader with a passion for community building to serve as its Vice President of Development (VP). The VP will have an extensive background in fundraising and community foundation work, ideally with knowledge of the state of Rhode Island. The VP will join an extraordinary organization that is extremely well run and uniquely positioned in the community, region, and state. This new leader will be critical to the success and upward trajectory of the foundation and will join a dynamic, committed team of fundraisers, community leaders, and grant makers.

Reporting to the President and CEO, Neil Steinberg, the VP will set the long-term vision and strategy for the development program and team. As a highly visible member of the community, the VP must possess professional acumen and exceptional communication skills to successfully engage a wide range of constituent groups, including donors, volunteers, and community leaders. With attention to detail and an entrepreneurial approach that is "planful, but opportunistic," the VP will bring energy and thought leadership to the foundation. The successful candidate will be a proven fundraiser and exceptional leader who is poised, articulate, and intrinsically motivated with the ability to collaborate and build consensus.

## **Vice President of Development**

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The Vice President of Development reports to the President and CEO and serves as a member of the Leadership Team. The VP leads the Foundation's Development Department with overall responsibility for

the management and leadership of all new business development, gift planning, professional advisor outreach, donor service, and stewardship activities of the Foundation.

### ***Essential Functions:***

- Design and develop fundraising goals, objectives, strategic work plans, and budgets.
- Direct a proactive outreach and engagement program for prospective donors.
- Identify, cultivate, and solicit prospective donors for the purpose of securing outright and deferred gifts to the Foundation.
- Assist individuals, families, and organizations in establishing philanthropic funds and estate plans involving the Foundation, including help with creative structuring and problem solving as needed.
- Develop and adopt new fundraising strategies to enhance the outreach and engagement of new audiences.
- Hire, train, and provide ongoing management and supervision of department staff in the sales-management pipeline and fund-approval processes.
- Manage relationships with a portfolio of donors and professional advisors.
- Design and implement strategies to cultivate and engage donors in the broader work of the Foundation, including discretionary grant support, co-funding, and initiative support.
- Prepare information for and make presentations to the Board of Directors at board and/or committee meetings; interact with and develop productive working relationships with all board members.
- Serve as spokesperson for the Foundation to varied audiences.
- Proactively review and evaluate internal processes, policies, and procedures in order to support opportunities for efficiencies and growth.
- Effectively collaborate with the Leadership Team regarding strategic initiatives of the Foundation and in support of Development.
- Measure impact of Development efforts through surveys, tracking, and trend analysis.
- Review and recommend updates to Foundation's Gift Acceptance Policies.
- Participate in professional organizations and field-wide activities to stay current with latest trends in community-foundation field.
- Review and improve all internal systems related to donors, funds, and prospect tracking.
- Perform other responsibilities as required.

### ***Knowledge, Skills, Abilities, and Experience:***

- Bachelor's degree required, law degree or training is helpful.
- Minimum of 10 years experience in a professional development capacity with a proven record of accomplishment or equivalent relevant experience.
- Ability to manage people and projects.
- Creative, proactive, and highly motivated self-starter.
- Ability to thrive in a performance-oriented and fast-paced culture.
- Ability to lead a results-oriented staff.
- Proactively embrace shifts in Foundation priorities and needs.
- Positive attitude and commitment to the Foundation's mission, vision, diversity, equity, and inclusion.
- Ability to anticipate opportunities to advance the Foundation's mission.

- Superior written, verbal, presentation, and interpersonal communication skills.
- Ability to effectively oversee and manage multiple priorities.
- Ability to build and manage relationships over time.
- Proof of COVID-19 vaccination is required.

## Development Overview

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With assets of approximately \$1.3 billion and a dedicated and hardworking development staff that raised \$68.3 million, RIF distributed \$87 million in grants in 2020. The Foundation works to address the needs of Rhode Island's diverse communities through philanthropy, grants, and community leadership.

For more than a decade, the Foundation had significantly changed its fundraising philosophy and practices. RIF's forward-thinking and proactive approach has solidified role as a civic leader with the establishment of the [Civic Leadership Fund](#), taking on critical and urgent issues affecting the community.



Each of the approximately 1,000 community foundations in the United States is made up of charitable funds established by generous donors. The funds are pooled and invested. The income generated becomes a permanent, steady resource for community giving. Rhode Island Foundation is the state's community foundation and largest funder of its nonprofit organizations.

## Procedure for Candidacy

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Lindauer, global search and talent firm, has been retained to conduct this search on behalf of Rhode Island Foundation. Consideration of candidates will continue until the position is filled.

Candidates should submit, in confidence, a resume and cover letter. Communications, nominations, applications, and inquiries concerning this search should be directed to:

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Prior to submitting your resume for this position, please read it over for accuracy. Lindauer does verify academic credentials for its candidates, and our clients frequently conduct background checks prior to finalizing an offer.