



Senior Director, Healthcare Education Development

At (c) Management, Inc. (CMI), we provide trusted and dynamic management services for associations, foundations, and non-profits in the healthcare field. Established in 1976, CMI's first client was the Association of Community Cancer Centers (ACCC)—the leading education and advocacy organization for the cancer care community. CMI also manages the Oncology State Societies at ACCC—a network of 21 Chapter Members that provide a state- and regional-level focus into the complexities of cancer care delivery.

POSITION SUMMARY

This position will lead the Development Team, develop and implement a fundraising strategy, manage relationships with external and internal partners, and is responsible for the overall budget attainment for all CMI clients. This “player-coach” role has individual revenue responsibility as well as strategic planning, budget attainment, and seeking out opportunities for financial support through grants and sponsorships. This position will report to the Chief Development and Strategy Officer.

DUTIES & RESPONSIBILITIES

- Plan and operate annual budget.
- Implement and evolve the strategic plan for budget attainment in the areas of fundraising, evaluating existing programs, recommending new offerings consistent with the mission and goals of CMI clients.
- Works collaboratively and proactively with the Education Team, Marketing Team, Meetings, OSS Team, Finance, State Boards.
- Oversee fundraising database and tracking systems.
- Coordinate and lead internal project/proposal updates.
- Regularly reports status to the CDO and internal staff.
- Evaluate and assist with responses to Request for Proposals.
- Daily management of the Development team.
- Actively participate in cross-departmental CORE Group—contributing ideas, expertise, and collaborative effort on a wide range of activities.

QUALIFICATIONS & SKILLS

- Bachelor's degree in business or marketing.
- Have nonprofit healthcare leadership with fundraising experience.
- Advanced degree preferred (MBA, MHA). Other experience includes, but is not limited to, revenue producing team leadership, public relations, prospecting, business development and negotiation.
- Experience securing significant (\$5mil+), sustained educational funding for a non-profit healthcare organization.

- 10+ years of Development/Sales/Fundraising experience.
- 5+ years leading a Development staff (remote staff leadership experience preferred).
- Grant writing experience preferred.
- Ability to work independently with minimal or no supervision.
- Strong customer service focus.
- Ability to establish and maintain effective internal working relationships.
- Persuasive writing, strong verbal communication and the ability to interact at the executive level are other key qualifications.
- Strong relationship management skills, communication skills, and the ability to interact effectively with all levels of internal and external staff, members, partner organizations, and funders.
- Ability to work weekends and extended hours as needed (i.e, conferences and conventions) and travel up to 50%.
- Efficient home-office set-up to accommodate a flexible work schedule.
- CMI requires all employees to be COVID-19 vaccinated. Accommodation due to a disability or religious reasons will be evaluated in compliance with the law.

BENEFITS OVERVIEW

- Flexible work schedule
- Paid time off – vacation, sick, personal, and float days
- Annual salary review and growth opportunities; this position is eligible for annual merit bonus
- Nationwide medical, dental, and vision plan options
- HSA with employer contribution
- Short- and long-term disability and AD&D options
- 401(k) savings plan with company match
- Tuition reimbursement
- Onsite parking, gym, and cafe

CMI is committed to cultivating and preserving the culture of inclusion and connectedness. We are able to grow and learn better together with a diverse team of employees. The collective sum of the individual differences, life experiences, knowledge, innovation, self-expression, and talent that our employees invest in their work represents our culture. In recruiting for our team, we welcome the unique contributions that you can bring in terms of their education, opinions, culture, ethnicity, race, sex, gender identity and expression, nation of origin, age, languages spoken, veteran’s status, color, religion, disability, sexual orientation, and beliefs.

Interested candidates should submit a cover letter and resume to the Human Resources Manager at hr@c-managementinc.com.