



Director of Planned Giving

Pine Street Inn

Boston, MA/Hybrid | Winter 2023

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**BOSTON | NEW YORK**

***Pine Street Inn seeks a Director of Planned Giving to join its high performing Major and Planned Giving Program.***

### **About Pine Street Inn**

Pine Street Inn opened its doors in 1969. Over more than five decades it has grown into New England's largest nonprofit resource for homeless and formerly homeless adults. Throughout the '80s and '90s, Pine Street expanded from offering basic necessities—food, clothing, shelter, and health care—to offering programs that help guests take significant steps in their journey out of homelessness and regain some of what they have lost: relationships, life skills, employment, and housing. In the past ten years, Pine Street has significantly expanded its inventory of permanent supportive housing to provide lasting solutions to homelessness.



Pine Street's programs include:

- **Permanent Supportive Housing** – Approximately 900 formerly homeless individuals live in 35 residences and in scattered-site housing units throughout Greater Boston. The program for tenants is a supportive housing model – permanent housing coupled with on-site support staff to help each individual regain their highest level of independence. Specialized housing is available for seniors, adults with mental health disabilities, and veterans. Pine Street currently has a housing retention rate of 96%.
- **Emergency Shelter** – Each night, Pine Street Inn operates five emergency shelters. Each offers a warm and safe bed, two nutritious meals, and shower and locker facilities, as well as access to health care, substance use treatment and psychiatric support. Innovative new programs such as Front-Door Triage and Rapid Rehousing are creating new paths out of Pine Street's shelters and into the stability of housing.
- **Job Training** – Pine Street provides job training in food services and housekeeping, providing individuals with the skills they need to find and keep jobs. Approximately 130 individuals participate in job training programs each year.
- **Street Outreach** – Pine Street's day and night street outreach teams travel throughout Greater Boston to offer food, blankets, health care and access to shelter and housing to unsheltered men and women.

Today, Pine Street Inn serves over 1,400 individuals a day. From emergency services, to needs assessment, counseling, and case management, to job training and placement in permanent housing, Pine Street Inn is providing short-term remedies and long-term solutions to end the experience of homelessness.

### **About Philanthropy at Pine Street Inn**

Pine Street's \$84M annual operating budget is primarily funded through government grants and private philanthropy. Last year, Pine Street raised more than \$24M, of which \$17M was in unrestricted support. Pine Street has a robust donor community of more than 30,000 and a deep and active volunteer base.

In addition, Pine Street Inn has recently completed its *Key Moments Campaign*, a \$50M fundraising effort to commemorate its 50<sup>th</sup> anniversary. The campaign was launched in 2017 to create, preserve, and sustain permanent housing solutions for Boston's most vulnerable individuals. *Key Moments* has received support from more than 800 donors across the donor community, including many of Boston's leading philanthropists. This campaign has expanded Pine Street's housing initiatives, confirmed the importance of affordable supportive housing in its future work, and deepened its relationships with major donors determined to end homelessness in Boston.

The Covid-19 pandemic has underscored the importance of Pine Street's work for the safety, health, and security of guests and the entire Boston community. Pine Street quickly responded to the pandemic and implemented plans to safely serve guests in pandemic and post-pandemic environments. These plans require critical investments and have positioned the Advancement Department for bold fundraising priorities in the coming years.



## About the Position

The Director of Planned Giving (DPG) will join Pine Street Inn as it builds upon the tremendous success of its \$50 million campaign, which further solidified Pine Street's nationally recognized reputation as a trailblazer in conquering homelessness. The DPG will join a high-caliber individual giving program that reflects Pine Street's culture, mission, goals, and bold strategic plan.

Reporting to the Senior Director of Major and Planned Giving, the DPG will work collaboratively and transparently with the executive team, board members, senior leadership, staff, and volunteers to build on the momentum of the recently completed campaign and the surge in pandemic-era giving, designing, directing, and implementing a comprehensive program to promote and secure planned gifts for the organization. The DPG will hold their own portfolio and will serve as key relationship manager for existing and prospective planning giving donors, while also partnering with colleagues to assist in strategizing and preparing planned giving solicitations to meet fundraising goals.

## Key Responsibilities

With deep knowledge of planned giving vehicles and strategies, including personal experience developing pipelines, the DPG will be a strategic, creative, ambitious, and dynamic externally facing fundraiser with the ability to build upon Pine Street's fundraising momentum and achievements. A mission driven and team oriented professional, the DPG will:

- Hold primary responsibility for, and serve as in house expert on, gifts of estates, trusts, and various other financial venues that reflect financial planning and deferred giving opportunities
- Manage a portfolio of planned gift prospects
- Work collaboratively with colleagues to encourage and support planned giving conversations with annual and major gift donors and prospects, including providing proposals and other written materials as needed

- Partner with EDS to develop and execute a comprehensive marketing plan to encourage donors to consider planned gifts options as part of their philanthropy, including direct mail, email, and website presence
- Partner with stewardship and engagement colleagues to manage the Paul Sullivan Society, the recognition program for planned gift donors, to steward and maintain those donor relations
- Provide oversight of the administration and reporting requirements for all planned gifts to align with gift processing and finance practices, in consultation and collaboration with Finance department
- Enhance donor gift planning by remaining current on the tax implications and laws and regulations governing complex and deferred gifts
- Be entrepreneurial minded and embrace technological and analytical solutions that contribute to the growth of the planned gifts program, continually striving to improve and extend relationships with donors and prospects in ways that have a quantifiable impact on philanthropic revenue
- Accurately and passionately communicate the mission and values of PSI to donors and prospects

## Key Qualifications

The successful candidate will be a strategic and creative fundraiser who can support Pine Street's vision for philanthropy while maximizing results. The DPG will have an appreciation for diverse perspectives and will possess outstanding interpersonal competencies, the ability to effectively engage donors and volunteers, and a deep commitment to instilling best practices that reflect Pine Street's values.

- Minimum of 5-7 years of experience in a successful planned giving program or a relevant field
- Strong understanding and knowledge of all aspects of gift planning and fundraising including planned giving vehicles, giving societies, deferred giving strategies, and financial reporting
- Knowledge of the current laws regarding complex and deferred gifts
- Proven track record in managing relationships and securing five to six-figure planned gifts
- Strong verbal and written communication skills, presentation skills, and analytical skills
- Commitment to the mission of Pine Street Inn
- Self-motivated and entrepreneurial approach to work
- Strong commitment to working in a collaborative environment with the ability to be flexible and tenacious
- Thorough, organized, metrics-driven, strategic, and creative approach to work
- Openness to travel within Massachusetts for donor visits or as the organization's representative
- Some weekend, evening, and holidays required
- Degree in law of added value but not required



**All qualified candidates will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, veteran status, or any other characteristic protected by law.**

**All Pine Street Inn employees must comply with Pine Street Inn's occupational health policy.**

The starting salary for this role is \$145,000. Final offers for this position will be based upon several factors including the position requirements, candidate's experience level and capabilities.

This position is eligible for a hybrid work schedule, which includes regular on-site work and local travel.

Please email your cover letter and resume in confidence to: [PinestreetinnDPG@developmentguild.com](mailto:PinestreetinnDPG@developmentguild.com)

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For more information, please visit [www.developmentguild.com](http://www.developmentguild.com).

For more information about Pine Street Inn, please visit [www.pinestreetinn.org](http://www.pinestreetinn.org).

### **About Development Guild DDI**

*For 40 years, Development Guild DDI has consulted to leaders across the nonprofit spectrum. Based in Boston and New York, we have successfully collaborated with more than 650 clients nationwide in the sectors of health & science, education, environment, the arts, and social justice. We are experts in executive search and fundraising and are at the forefront of delivering best practice in these services.*

*With each engagement, we work in teams tailored to a client's particular needs, providing sector-specific intelligence, cross-sector insight, and hands-on functional expertise. We combine our perspective on nonprofit leadership with our knowledge and experience in both fundraising and executive search. This distinct perspective enables us to deliver the most strategic and measurable impact.*

