Philanthropy Fellow

- Requisition ID #: 30168
- Job Category: Program Coordination
- Employment Type: Full Time
- Experience Level: Experienced (non-manager)

- City, State: Milwaukee, WI
- Work Location: Medical Education Building
- Department: Advancing a Healthier Wisconsin Endowment
- Education: Bachelors Degree

Position Description:

The Advancing a Healthier Wisconsin (AHW) Endowment is offering a 12 to 18 month limited-term full-time employment opportunity for an individual to advance the process aspects of developing the Endowment’s next strategic plan. AHW’s Five-Year Plan serves as a roadmap toward AHW’s vision of advancing health outcomes statewide. Fellowship activities will include engaging with stakeholders, collecting resources, analyzing and summarizing information, and presenting findings to Endowment leadership. The fellow will plan stakeholder feedback opportunities across the MCW campus and with community organizations around Wisconsin to assess the health landscape. Learn how you can be a part of the Advancing a Healthier Wisconsin Endowment team!

About AHW Endowment

About AHW Endowment – The Advancing a Healthier Wisconsin Endowment was established by the Medical College of Wisconsin in 2004 to receive a portion of the charitable funds from the conversion of Blue Cross and Blue Shield of Wisconsin from a nonprofit organization to a for-profit corporation. The proceeds of the sale were generously gifted to Wisconsin’s two medical schools – MCW and the University of
Wisconsin School of Medicine and Public Health – on behalf of the people of Wisconsin. AHW proudly calls the MCW School of Medicine home. It is this strategic placement in the third largest private medical school in the nation – within Wisconsin’s largest private research institution – that enables us to steward this gift, combining the power of philanthropy with that of academic medicine to serve as a catalyst for positive change statewide. Learn more at www.ahwendowment.org and learn how you can be a part of the AHW team!

Responsibilities:

- Work independently, under the direction of the Program Director, to manage activities in development of AHW’s strategic plan
- Maintain plan development timeline including tracking deadlines and deliverables
- Oversee the collection, analysis, and dissemination of plan development data
- Develop, implement, and maintain comprehensive databases and files related to the planning process
- Ensure compliance with regulatory and institutional policies
- Organize internal and external stakeholder convenings that utilize a variety of methods for obtaining feedback, including but not limited to round-table discussions, key informant interviews, and focus groups
- Gather input on stakeholder focus areas, approaches, and perspectives on trends in the health of the state, in order to inform the AHW five-year planning process
- Create, disseminate and analyze results of stakeholder surveys to inform the plan development
- Using gathered feedback along with relevant data from leading sources, identify areas of potential collaboration, resource assets, and opportunities to improve health statewide
- Research and conduct assessments on strategic plans for similarly structured philanthropies
- Analyze data to draw out and summarize key themes
- Create visually appealing presentation of findings
- Collaborate across AHW functional units and the organization to uphold stewardship objectives and principles

Preferred Schedule:
8am-4:30pm
Position Requirements:

Minimum Qualifications:
Appropriate experience may be substituted for education on an equivalent basis

- Bachelor’s degree
- 2 years

Preferred Qualifications:

- Knowledge of technical, business, consultation, project management, and cultural awareness. Customer focus, building trust, communication and critical thinking skills. Ability to be a self-starter.

Why MCW?

- Outstanding Healthcare Coverage, including but not limited to Health, Vision, and Dental. Along with Flexible Spending options
- 403B Retirement Package
- Competitive Vacation and Paid Holidays offered
- Tuition Reimbursement
- Paid Parental Leave
- On campus Fitness Facility, offering onsite classes.
- Additional discounted rates on items such as: Select cell phone plans, local fitness facilities, Milwaukee recreation and entertainment etc.

For a full list of positions see: www.mcw.edu/careers

For a brief overview of our benefits see: https://www.mcw.edu/departments/human-resources/benefits

Eastern Wisconsin is a vibrant, diverse metropolitan area. MCW is intent on attracting, developing, and retaining a diverse workforce and faculty body that reflects the community we serve. We value diversity of backgrounds, experience, thought, and perspectives to advance excellence in science and medicine. MCW is a welcoming campus community with a strong culture of collaboration, partnership, and engagement with our surrounding community.
Responsibilities:

MCW as an Equal Opportunity Employer and Commitment to Non-Discrimination
The Medical College of Wisconsin (MCW) is an Equal Opportunity Employer. We are committed to fostering a diverse community of outstanding faculty, staff, and students, as well as ensuring equal educational opportunity, employment, and access to services, programs, and activities, without regard to an individual's race, color, national origin, religion, age, disability, sex, gender identity/expression, sexual orientation, marital status, pregnancy, predisposing genetic characteristic, or military status. Employees, students, applicants or other members of the MCW community (including but not limited to vendors, visitors, and guests) may not be subjected to harassment that is prohibited by law or treated adversely or retaliated against based upon a protected characteristic.