



Hamilton
Health Sciences
Foundation

CHIEF EXECUTIVE OFFICER



Executive Brief

IT'S VITAL TO **CARE** 

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FOR MORE INFORMATION

KCI Search + Talent has been retained to conduct this search on behalf of Hamilton Health Sciences Foundation. For more information about this opportunity, please contact Tara George or Samantha David at KCI Search + Talent by email at HHSF@kcitalent.com. All inquiries and applications will be held in strict confidence.

Submission Deadline: Interested candidates should send resume and letter of interest to the email address listed above by **12:00pm (noon) on Monday, August 14, 2023.**

Proof of full COVID vaccination is mandatory for employment with Hamilton Health Sciences Foundation in accordance with Hamilton Health Sciences policy.

The Hamilton Health Sciences Foundation is an inclusive and equal opportunity employer. Our commitment to equity, diversity and inclusion within HHSF reflects a belief that we will make the greatest impact to our mission when everyone can genuinely and fully participate without barriers or exclusion. We are dedicated to creating a workplace reflective of the community we live, work and serve and welcome applications from diverse and equity-deserving groups.

The Foundation is committed to providing a barrier-free recruitment process and work environment. Accommodation, if requested, will be provided throughout the recruitment process in accordance with the Canadian Charter of Rights and Freedom, Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Should any candidate require accommodation in any phase of the recruitment process, please contact Tara George at HHSF@kcitalent.com for assistance.



Chief Executive Officer Hamilton Health Sciences Foundation

THE OPPORTUNITY

After 16 years of outstanding service our current Chief Executive Officer is retiring and we are now looking for The Foundation's next CEO. Responsible for the overall successful leadership and operational management of Hamilton Health Sciences Foundation (The Foundation), the CEO will ensure The Foundation meets strategic and annual objectives and functions within applicable laws and regulations, Vision 2030, the Creed and governance standards approved by the Foundation's Board of Directors.

Reporting to the Foundation Board, the CEO also serves as the administrative link to Hamilton Health Sciences, ensuring The Foundation's activities are congruent with The Hospital's Mission and funding priorities, and that The Hospital is aware of The Foundation's requirements for donor relations, donor related materials, development plans and other related matters.

It's an exciting time to join HHSF as the new CEO will work with the Foundation Board, the Hospital, and the Foundation team to develop the next Foundation strategic plan, and to align organizational priorities, goals, and strategy against this plan. The new CEO will also lead the development and implementation of an upcoming major campaign.

In partnership with The Foundation Leadership team, the CEO will plan, implement and reinforce effective practices across The Foundation while also providing leadership and coaching to the four Vice Presidents, an Executive Assistant & Board Liaison, and a Human Resources Manager; along with providing general oversight to the full staff team of 36. The Foundation team has focused extensively on teamwork and culture over the past few years, and the new CEO will have the opportunity to work with a terrific team of individuals who have collectively shaped and bought into this culture.

In addition to serving as the 'public face' of The Foundation and as one of its key ambassadors, the CEO will function as the Chief Development Officer. In doing so, the CEO will build and nurture relationships internally and externally to inspire philanthropic and brand support in keeping with The Foundation's Mission and Vision. The new incumbent will carry a portfolio of donors, especially those with capacity for transformational gift investment, and will also support Foundation team members and volunteers as they engage various potential supporters.

This position will commence no earlier than mid-December 2023. The position is full-time, and will be based at 1 King Street West, Suite 702, Hamilton, Ontario. Regular travel to HHS locations and to donor meetings offsite is required. Candidates should live in or near the catchment area for HHS, or be willing to relocate. This position does require frequent engagement with the community which often takes place outside of normal office hours.

ABOUT HAMILTON HEALTH SCIENCES

Hamilton Health Sciences is a community of nearly 14,000 staff, including 2094 physicians, 500+ researchers and more than 500 volunteers that proudly serves southwestern Ontario residents. We also provide specialized, advanced care to people from across the province. We're the only hospital in Ontario that cares for all ages, from pre-birth to end-of-life. We offer world-leading expertise in many areas, including cardiac and stroke care, cancer care, palliative care and pediatrics.

Hamilton Health Sciences provides care at 11 different site locations, including Hamilton General Hospital, Juravinski Hospital and Cancer Centre, McMaster Children's Hospital, St. Peter's Hospital and West Lincoln Memorial Hospital. The associated programs at the Regional Rehabilitation Centre, McMaster University Medical Centre and Ron Joyce Children's Health Centre are also included.

As a world-renowned hospital for healthcare research, we focus daily on improving the quality of care for our patients through innovation and evidence-based practices. With a \$1.8 billion budget, we are the largest employer in the Greater Hamilton region. And we play a vital role in training the next generation of health professionals in collaboration with our academic partners, including McMaster University and Mohawk College.

Our Impact in Action

- Hamilton Health Sciences serves a region of 2.3 million people across south-central Ontario
- 320,000 patients service across all sites
- 2,948 COVID-19 patients cared for
- 175,208 emergency visits
- 180,227 virtual visits
- 3,518 babies born
- In top 10 of Canada's top 40 research hospitals for 8 years running
- 143 new clinical trials per year, 102 countries conducting our clinical trials
- 1,600 global research sites



Best Care for All

ABOUT HAMILTON HEALTH SCIENCES FOUNDATION

Hamilton Health Sciences Foundation provides vital funding to enable the best possible patient care at Hamilton Health Sciences*. We inspire and motivate gifts that fund medical equipment and patient amenities, innovative research initiatives, essential redevelopment of clinical care spaces, and the education and training of health care providers.

As a registered charitable organization, we proudly support patients and families across south-central Ontario, and from outside the region, who receive specialized care at Hamilton Health Sciences.

**While West Lincoln Memorial Hospital is now part of Hamilton Health Sciences, fundraising for this site continues to be managed by its own Foundation, which is independent from Hamilton Health Sciences Foundation.*



Donor dollars making a difference

- The Foundation has disbursed \$86.2 million over the last 5 years to Hamilton Health Sciences and we are truly grateful for their ongoing commitment.
- We are very proud that in 2022 we raised \$18.7M with the support and generosity of our donors and volunteers.
- Over \$41 million was raised in 2021
- In 2020, we raised nearly \$19.5 million and disbursed \$13.55 million to Hamilton Health Sciences.
- We had our best result ever in 2019, raising \$42.6 million – such a supporting community!

What do donors support?

From those first newborn breaths to those advancing in age, we are committed to fundraising for the tools and resources required to provide outstanding care for all stages of life. Disbursements to Hamilton Health Sciences are based on urgent needs, funding priorities, donor-designated support and multi-year commitments.

Below are examples of equipment, amenities and initiatives funded by donor dollars in 2022:

ECMO
EchoPACS Clinical Workstation
Renovation of 6 bed patient rooms for new ICU at MCH
Mobile Coach Upgrades
MCH PICU Specialized carbon dioxide (CO2) monitoring equipment
Panda Warmers
Control Rate Freezer

Bladder Scanners
Dual and Single Chamber Medtronic Temporary Pacemaker Generators - support cardiac patients
Specialized Jet Ventilator
Vital Signs Machine
Super Low Beds
POCUS with Transducers
Cerelink Monitors
Irradiator

PACS Monitor
Gift of Health matching program
Pediatric Oncology Clinic Campaign
Affinity Birthing Beds for the new Midwifery Care Unit
Medication IV Infusion Pumps
Intravascular ultrasound imaging at HGH

Moving into the future, the new CEO will have the opportunity to lead The Foundation as it embarks on the largest campaign in its history. This campaign will be in support of The Juravinski Hospital. As well, there are potentially two other major projects for McMaster Children’s Hospital, and for the Emergency Department/Burn Program at Hamilton General Hospital. Collectively, the campaign and major projects may be greater than \$130M while maintaining fundraising for other HHS needs.

Our Team & Culture

Hamilton Health Sciences Foundation is building upon a strong foundation of our Culture Code that includes the values of respect, impactful and inspiring. We believe that relationships and partnerships are the basis of excellence in fundraising and have a vision to see a community of inspired and committed donors who embrace *It’s Vital to Care*.

The Foundation is committed to the Donor Bill of Rights and to being a donor-centered organization. Hamilton Health Sciences Foundation is committed to protecting the privacy of our donors and prospects. We are proud to have been an early adopter of the Imagine Canada accreditation program.



Our Mission

Our mission is to raise funds and manage donor gifts for the purpose of supporting outstanding clinical care and research for the communities served by Hamilton Health Sciences.

Our Vision

To see a community of inspired and committed donors who embrace *It's Vital to Care*

Our Values

The Foundation believes that relationships and partnership are the basis of excellence in fundraising. Therefore we will:

- Treat all donors, the Hospital and others with integrity, respect and appreciation
- Be accountable to our donors and the community
- Encourage creativity and innovation in our activities

Our Creed - *It's Vital to Care*

Each dawn brings into our world a new mosaic of people, patients, staff and critical needs. Needs for funding to support patient care, medical equipment, specialized programs, education and research. It is a unique blend of needs that inspires us to do our very best.

While we are a mosaic, each one of us unique in our skills and talents, we unite in our desire to make a difference as we bring our own passion and commitment to our roles. We inspire those we encounter on our daily journey to join with us, as we raise funds to support our region's health and well-being.

We seek to inspire by telling the stories of patients and staff. They are the friends, families and loved ones of people who rely on the care we support. It is their stories that have the power to influence why *It's Vital to Care*.

Gifts come in many forms, each with its own unique value and role in supporting our Foundation. We remain focused building the community's confidence as their charity of choice. A charity that welcomes contributions great and small, providing for the needs of our hospitals. A contribution that enables each hospital in our family to have the equipment and environment that enables caring and compassionate health care.

An environment, where through funding for world-leading research, the next treatment, cause or cure can be found. Each day we remain focused on those who can help us to impact a life. The life of today's patient or tomorrow's. Together, we are committed to inspiring donors to understand why *It's Vital to Care*.

The graphic features a dark blue background with a light blue border. On the left, the text 'OUR CULTURE CODE' is written vertically in white. The main content is organized into three sections, each with a title and a list of bullet points:

- Respect**
 - Ask questions & listen
 - Communicate across departments
 - Deliver on word
- Impactful**
 - Practice Real Talk
 - Stop & reflect on what we can do better
 - Set clear expectations & responsibilities
- Inspiring**
 - Take initiative
 - Catch the good
 - Be flexible

At the bottom left is the Hamilton Health Sciences Foundation logo, and at the bottom right is the 'IT'S VITAL TO CARE' logo.

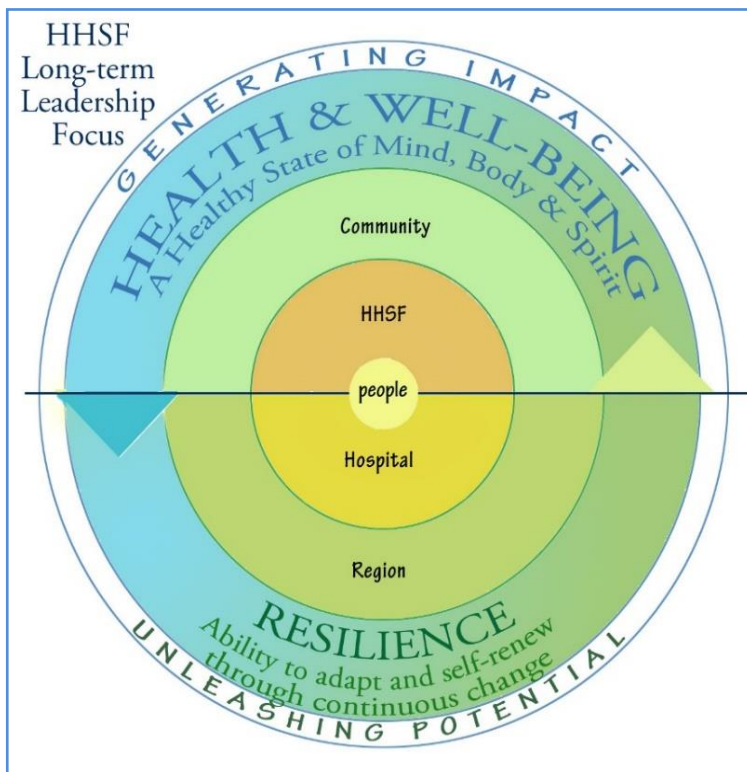
Vision: Hamilton 2030

The Hamilton area is a vibrant region, routinely listed among the most livable and affordable places in North America. People here have hope and a belief in a good, healthy future. They have assembled a diverse, multi-cultural society that is a Mecca for Canadians and immigrants as well. A vital economy with diverse sectors and engines provides growth and rich career pathways. The creative entrepreneurial economy supplanted the old steel industry and made the region a global leader in fine products and intellectual excellence. World class institutions support a ***culture of health & well-being***.

Strengthening community is ingrained in the local tradition. The city boasts strong structures, a connected and seamless safety net, and an effective and transparent leadership fabric. As a result, attractive

neighborhoods, good housing, community health centers and arts and green spaces, are all integrated by affordable transit and sustained by the principles of shared leadership and community stewardship.

This community provides opportunities for every individual at all levels by leveraging active collaboration among socially responsive institutions and agencies. Strong links between social, education, political, health, and economic stakeholders are nourished by a unique community-based philanthropy. Shaping the future of the region and addressing emerging problems are both managed through regional philanthropic responses. Such collective action didn't just happen: it was intentionally nurtured by decades of inclusive multi-sector collaborative leadership efforts.



ADDITIONAL INFORMATION

[Hamilton Health Sciences Foundation](#)

[Your Impact](#)

[2022 Donor Report](#)

[Donor Stories/Stories of Care](#)

[Foundation Partners](#)

[Latest News](#)

[Audited Financial Statements \(HHSF\)](#)

KEY ACCOUNTABILITIES

Strategic Leadership and Communications

- Provide overall administrative leadership for The Foundation by establishing in conjunction with The Board and Executive leadership, the overall fundraising strategies and the strategic, campaign and operating plans for all programs supporting, McMaster Children's Hospital, McMaster University Medical Centre, Ron Joyce Children's Health Centre, Hamilton General Hospital including the Regional Rehabilitation Centre, Juravinski Hospital and Cancer Centre, and St. Peter's Hospital.
- Provide executive leadership in the development, establishment and communication of policies designed to support The Foundation's Vision, Mission and Values/Code of Conduct providing a meaningful and engaging donor and donor prospect experience.
- Provide inspirational leadership, coaching and mentoring and ongoing empowerment to a dedicated team of professionals to achieve the Foundation's Vision.
- Assess, identify and take action on internal and external issues and matters that affect The Foundation.
- Build strategic alliances to support the achievement of the Foundation's goals and objectives.
- Ensure the reputation of The Foundation is sustained and enhanced.
- Champion The Foundation's Equity, Diversity and Inclusion Philosophy:
Our commitment to equity, diversity and inclusion within HHSF reflects a belief that we can only make the greatest impact to our mission when everyone can genuinely and fully participate in our work without barriers or exclusion.

Board Governance

- Oversee the development and proposal of policies that ensures accountability and appropriate risk management.
- Support the effective governance operations of The Board of Directors.
- Provide critical support and insight to support the development of The Foundation's strategic plan.
- Facilitate the organization of regular Board meetings, committee meetings, special meetings and annual retreats.

Donor & Fund Development

- Enhance respectful relationships with past, current and prospective donors.
- Manage a portfolio of major donors with a focus on those with capacity for principal and transformational gift investments inclusive of appropriate recognition.
- Work in conjunction with the Vice-Presidents Development to regularly review and optimize donor relationship strategies.
- Function as the lead for The Foundation liaising with the HHS President & CEO, Vice President Research, Executive and Clinical/Site Vice Presidents for identification of opportunities and project plans for Foundation investment in patient care, facilities, equipment, training and research.

Finance, Operations and Administration

- Oversee all administrative functions including budgeting, financial management/reporting, enterprise risk management and policy administration.
- Ensure the effective recruitment, development, performance and support of the Board, committee volunteers and staff.
- Work in conjunction with the Vice-President Finance to regularly review and optimize the financial health of the organization.
- Provide executive leadership and ensures oversight of all donor funds (development, agreements, fund stewardship and disbursements).

- Establish a respectful workplace environment and implements effective and efficient practices for The Foundation’s work inclusive of hybrid work policies and practices.
- Ensure compliance with bylaws, policies and all other statutory and regulatory requirements.

Authentic Leadership Responsibilities

- Lead and oversee The Foundation’s workplace culture with professional support through Performance by Design ensuring the codification of the organization’s Culture Code and annual measurement through a staff survey.
- Ensure a staff Culture to augment formal program.
- Provide leadership, coaching and skill development in a positive, motivational and collaborative environment.
- Promote ongoing professional development for staff through recognized credentialing associations and bodies.
- Oversee the Foundation’s Leadership Development Framework – currency, learning agenda and conversations at minimum eight times a year with the Management team.
- Plan and implement leadership retreats focused on authentic leadership competencies.
- Plan and implement Culture Day programming for The Foundation staff.
- Develop and maintain a highly functioning team and continually assess structure, allocation of responsibility and process for optimal efficiency and work flow.

Collaboration with HHS:

As the primary liaison to Hamilton Health Sciences, The CEO ensures an effective and collegial relationship with the President and Chief Executive Officer and is a member of the Executive Leadership Team and the Leaders Forum. The Foundation CEO also attends and provides a Foundation Report at each HHS Board of Director’s meeting.

Collaboration with Children’s Miracle Network/Canada’s Children’s Hospital Foundations (CMN/CCHF)

- Serve as a member of CCHF and supports through active engagement on the Board sub-committees of CCHF.
- Responsible for ensuring that the Membership Agreement maximizes revenue for McMaster Children’s Hospital, inclusive of the Ron Joyce Children’s Health Centre.
- Provide strategic insight and tactical support for all programs associated with CMN/CCHF in support of McMaster Children’s Hospital inclusive of the Ron Joyce Children’s Health Centre.



SKILLS, ABILITIES & COMPETENCIES

The role of The CEO is demanding, requiring an exceptional combination of leadership ability, a demonstrated record of accomplishment on a substantial scale in fundraising and a variety of personal and professional attributes equal to the challenges of this role.

- Proven commitment to healthcare philanthropy with a successful track record closing major and transformational gifts.
- Demonstrated leadership qualities that have inspired and increased engagement with donors, volunteers, the general public, hospital or other non-fundraising partners and other external constituencies.
- History as a passionate, courageous and values-driven leader whose approach is congruent with the Mission, Vision, Values/Code of Conduct of the Foundation and congruent with the Mission, Vision, Values of The Hospital.
- Experience supporting a Board of Directors and Board sub-committees through the delivery of comprehensive reporting on strategic and annual business plans and other key aspects of the operations and risk management.
- An exemplary track record of effective interaction, cultivation and support of senior volunteers.
- Demonstrated aptitude in big picture and strategic thinking with the ability to innovate, conceptualize and execute plans that achieve annual and strategic objectives.
- Highly developed public speaking skills with the ability to skillfully articulate an organizations vision and an impact with experience speaking at a local, provincial, national and international level.
- Excellent problem-solving and decision-making skills to assess challenges, develop solutions and assess and mitigate risk.
- Leadership and management skills that have promoted a positive culture where staff and teams are able to grow and develop.
- A leadership style that is respectful, honest, participatory, empowering and enables teams to meet annual and strategic goals.
- The ability to recruit superb talent, and coach and mentor staff to realize their full potential.
- Demonstrated knowledge and commitment to EDI that informs and supports an inclusive, diverse, equitable and accessible workplace.
- Strong relationship building skills including the ability to work within a matrix management structure, while also successfully engaging a wide range of audiences in support of organizational objectives.

Education & Experience

- A University Degree or equivalent experience in fundraising and business management.
- A minimum of 15 years progressive experience at a leadership level, preferably in a large, complex, multi-stakeholder organization.
- Previous executive leadership of a substantial capital campaign would be a decided asset.
- Possesses a strong affinity for the role fulfilled by an academic health sciences complex/organization.
- Demonstrated senior fundraising experience in either a major foundation setting or a related complex environment.
- Experience working with and supporting leadership volunteers, such as a Board of Directors.
- Ability to consider emerging trends and use of relevant data sets for a non-profit organization.
- Experience with scenario based planning and strategy mapping experiences would be an asset.
- Relevant fundraising professional credential such as Certified Fund Raising Executive (CFRE) would be considered an asset, but is not essential.

HAMILTON HEALTH SCIENCES FOUNDATION BOARD OF DIRECTORS

Reginald Swamy

(Chair & President)
Managing Partner
Pioneer Lane Group

Holly Simmons (Vice Chair)

Managing Partner
Golden Lasso

Jon Jurus (Past Chair)

Regional Director
IG Wealth Management

Pearl Veenema* (Secretary)

Chief Executive Officer
Hamilton Health Sciences Foundation
**the new CEO will replace Pearl*

Jessica Durka

Associate Investment Advisor
BMO Wealth Management
BMO Nesbitt Burns

Dr. Sébastien J. Hotte

Medical Oncologist
Hamilton Health Sciences

TBD

Chair/Designate, Board of Directors
Hamilton Health Sciences

John Lewis

Partner, Business Law Group
Ross & McBride LLP

Rob MacIsaac

President & CEO
Hamilton Health Sciences

John McKenzie (Treasurer)

Chief Executive Officer
TMX Group

Dr. Paul Miller

Regional Medical Director (CPER), Centre for
Paramedic Education and Research/
Emergency Physician, Hamilton Health
Sciences

Jane Percival

Chief Privacy Officer and Associate General
Counsel
BMO Financial Group

Dr. Stephen Puchalski

Retired Anesthesiologist Hamilton Health
Sciences

David Vander Ploeg

Executive Vice President, Business
Development
Direct Response Media Group

Jim Wilson

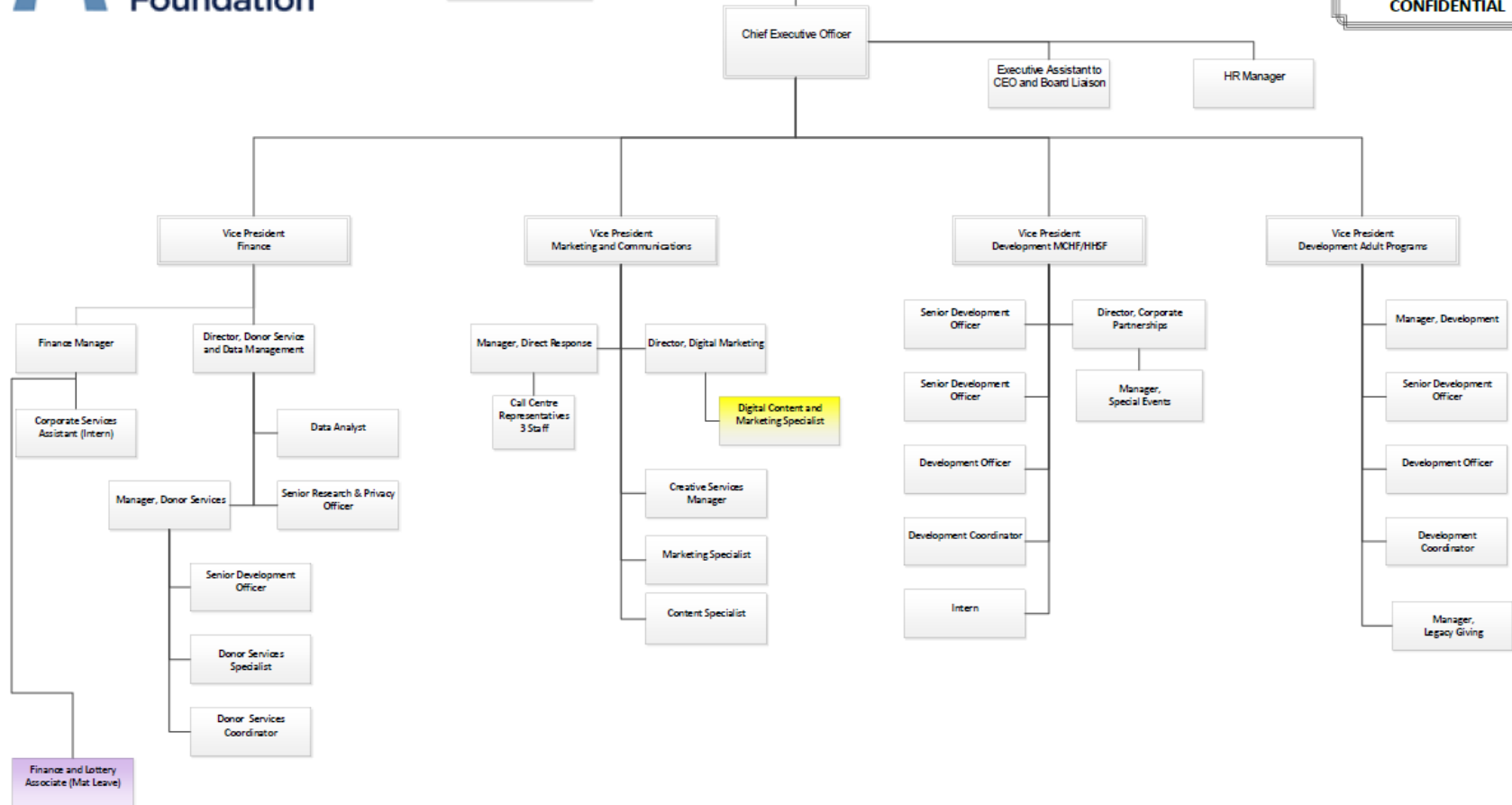
Vice President, Sales Representative
Lennard Commercial Realty, Brokerage

ORGANIZATIONAL CHART



HHSF
Board of Directors

Organization Chart
2023
CONFIDENTIAL



June 28, 2023