



YOUNG SEARCH PARTNERS

MEALS ON WHEELS OF TAMPA

Chief Philanthropy Officer

Young Search Partners has been retained by the CEO and Board of Directors of Meals On Wheels of Tampa to recruit its next Chief Philanthropy Officer. Reporting to the CEO and serving as a member of the senior leadership team, the CPO will lead an integrated philanthropy and community engagement function encompassing development, donor relations, communications, outreach, and strategic partnerships.

About Meals On Wheels of Tampa

Meals On Wheels of Tampa serves 1,000 individuals a hot, nutritious meal daily, delivered to their door, by a caring volunteer. The daily hot meal provides NOURISHMENT for the body. The kind greeting from a volunteer provides ENRICHMENT for the soul. Together, we STRENGTHEN our community by caring for neighbors who have difficulty leaving their homes.

For many of the homebound, a visit from a volunteer is the only human contact they will receive that day. Our recipients receive a hot meal and a visit designed to achieve – an increased intake of nutritious food, improved personal outlook and health, and decreased feelings of isolation and loneliness.

Meals On Wheels of Tampa is a privately funded, 4-Star Charity and a proud member of Meals on Wheels of America. We rely on the community for financial and volunteer support and do not accept any direct government funding.

Mission Statement

To nourish, enrich and strengthen the lives of seniors and individuals who have difficulty leaving their homes and are challenged to prepare meals.

Vision Statement

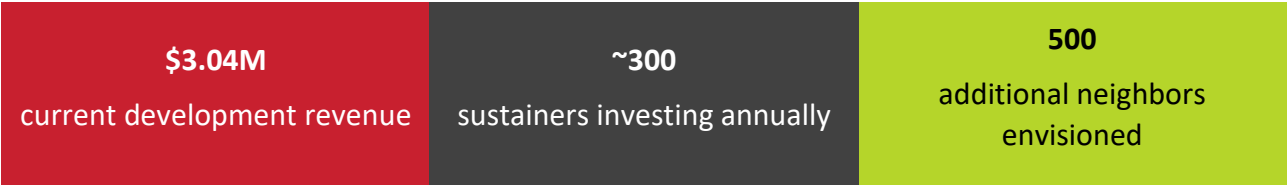
Meals On Wheels of Tampa will be recognized throughout Hillsborough County and the surrounding communities as an effective and efficient organization, focusing on the care of homebound and seniors who need help to live independently. We will be careful and diligent stewards of the resources entrusted to us by our generous supporters as we strive to be innovative, technologically current, socially entrepreneurial, and opportunistic in our pursuit of ways and means to fulfill our mission of Nourishing and Enriching the Independent Lives of the Homebound and Seniors.

Meals On Wheels of Tampa will recruit and retain exceptional employees who have a passion for our mission and who serve as the strategic partners of an enthusiastic, committed Board as we continuously adapt to the challenges ahead. We will guard the integrity and dignity of those we serve while strengthening our community by reinforcing the benefits of our mission to society.

In achieving this vision, homebound and seniors in our community will receive hot meals and caring visits designed to achieve these program outcomes: increased intake of nutritious food, improved personal outlook and health, and decreased feelings of social isolation and loneliness. In achieving these outcomes, families of our recipients will know their loved ones are fed and cared for daily by trusted Meals On Wheels of Tampa volunteers.

The opportunity to enrich and deepen relationships for our next era of impact

Meals On Wheels of Tampa is poised for thoughtful, mission-driven growth. Our vision is to become the region's front door to nutrition, connection, and care that help people age in place. As we prepare to serve 500 more neighbors, the Chief Philanthropy Officer will help translate this vision into the relationships, revenue, visibility, and partnerships needed to sustain it.



Why This Role and Why Now

This newly created executive position reflects Meals On Wheels of Tampa's commitment to investing in the leadership, relationships, and systems required for its next stage of growth. The organization is expanding its reach, deepening healthcare and community partnerships, modernizing technology, and beginning a new strategic planning chapter from a position of financial and operational strength.

The organization today

- **315,000+** meals delivered annually
- **Nearly 2,000** neighbors served
- **Approximately 1,400** volunteers
- **112** delivery routes
- **Expanding** across Hillsborough County, including South Hillsborough and Sun City Center

The leadership opportunity

- **Grow the resources that fuel our mission.** Build the diverse, sustainable revenue base needed to serve more neighbors.
- **Build a donor continuum.** Move relationships from first gift to lifelong advocacy.
- **Expand partnerships.** Connect philanthropy, healthcare, business, and civic leadership.
- **Lead an integrated function.** Align fundraising, communications, outreach, data, and stewardship.
- **Strengthen the community.** Grow the circle of donors, volunteers, ambassadors, and champions.

More neighbors nourished. Stronger relationships. Smarter systems. Sustainable growth.

Current Development Revenue Mix

Annual Breakfast revenue and general contributions together represent approximately 64% of current development revenue, providing a strong base and a clear opportunity to broaden and diversify support.

Revenue Source	Revenue	Mix
Annual Breakfast	\$974,430	32%
General Contributions	\$972,941	32%
Grants	\$251,950	8%
Memorials Tributes and Bequests	\$251,880	8%
External Events	\$241,962	8%
Appeals	\$183,678	6%
Monthly Donations	\$89,387	3%
Other Development Revenue	\$73,981	2%
Total Development Revenue	\$3,040,209	100%

Current planning snapshot.

Vision Beyond 100 Days

Scaling what works and leading what is next through five connected priorities:

- **Nourish at scale.** Serve more neighbors, expand access, and lead regionally.
- **Center the neighbor.** Make the recipient experience our north star.
- **Enrich through connection.** Build lifelong relationships with those we serve and those who serve alongside us.
- **Strengthen the system.** Elevate our brand, partnerships, and influence.
- **Enable the engine.** Modernize technology and operations for efficient, sustainable growth.

The CPO Leadership Charge

The Chief Philanthropy Officer will build on a strong foundation of community trust, loyal donors, nearly 300 sustainers committed to annual support over multiple years, and approximately \$3 million in annual development revenue. Working alongside the CEO, Board, and senior leadership team, the CPO will shape and lead a comprehensive philanthropy and community engagement strategy that strengthens existing support, deepens relationships, and opens new opportunities for investment and partnership.

As Meals On Wheels of Tampa prepares to serve 500 more neighbors and expand its regional impact, the organization anticipates needing to generate an additional \$1 million to \$1.5 million annually over the next several years through philanthropy and strategic partnerships. The CPO will establish a thoughtful, achievable path toward that goal by aligning the right people, systems, relationships, and investments while preserving the personal, community-centered approach that has defined Meals On Wheels of Tampa for more than 50 years.

Our Vision

The CPO will help resource and activate an organizational vision built around five connected priorities: nourishing at scale, centering the neighbor, enriching through connection, strengthening the system, and enabling the engine.





Chief Philanthropy Officer Position Profile

Position Overview

Meals On Wheels of Tampa seeks a Chief Philanthropy Officer to enrich and deepen relationships across our community and grow the revenue, visibility, and partnerships needed to serve more neighbors and advance our mission.

Reporting directly to the CEO, the CPO will serve as a key member of the senior leadership team and lead an integrated philanthropy and community engagement function across development, planned giving, donor relations, communications, outreach, and specialized consultants.

The Chief Philanthropy Officer joins the CFO, COO, and Senior Director of Food Services on the senior leadership team. The CPO will lead an integrated philanthropy and community engagement function.

The proposed structure includes planned investments in planned giving and other capacity as the CPO assesses the optimal team design. The successful candidate will inherit a strong foundation of donor relationships, institutional knowledge, and community goodwill. The initial assignment is not simply to manage an existing fundraising calendar; it is to shape the strategy, team, systems, and external relationships that will support Meals On Wheels of Tampa's next era of impact.

The CEO will remain actively engaged in principal gifts, strategic partnerships, and community visibility. The CPO will build the strategy, systems, pipeline, and team that make this shared work successful.

Strategic Leadership Charge

- **Grow the resources that fuel our mission.** Develop and lead a comprehensive strategy to increase and diversify revenue while strengthening the loyal donor base that supports Meals On Wheels of Tampa today.
- **Build a donor continuum.** Create clear pathways from first gift to sustainer, major gift, planned gift, and lifelong advocacy.
- **Expand strategic partnerships.** Develop corporate, foundation, civic, and healthcare relationships that generate funding, referrals, visibility, and influence.
- **Grow the mission community.** Strengthen the strategy for engaging volunteers, donors, ambassadors, and partners throughout Hillsborough County and the broader region.
- **Lead an integrated function.** Align philanthropy, communications, outreach, stewardship, data, and systems around measurable growth and an exceptional supporter experience.

Primary Responsibilities

Philanthropy Strategy and Revenue Growth

- Create and execute a multiyear philanthropy and community engagement plan aligned with the organization's strategic vision, service expansion, operational capacity, and financial goals.
- Personally manage a portfolio of major donors, prospects, and strategic partners while equipping the CEO and Board for high-value cultivation and solicitation.
- Own annual revenue planning, forecasting, pipeline management, performance measurement, and accountability for meeting or exceeding development goals.

Partnerships Community Engagement and Visibility

- Build funding, referral, and impact partnerships with healthcare systems, insurers, corporations, foundations, civic organizations, and other regional partners.
- Strengthen the organization's brand, public presence, storytelling, and thought leadership in coordination with communications, outreach, and external consultants.
- Ensure donor, volunteer, recipient, and community communications reinforce a consistent mission narrative and support organizational growth priorities.
- Represent Meals On Wheels of Tampa at community, philanthropic, business, and sector events and cultivate relationships that expand the organization's reach and influence.

Team Leadership and Organizational Integration

- Lead, coach, and develop an integrated team spanning senior development advising, donor relations, communications and outreach, and specialized grants, marketing, and public relations consultants.
- Partner with the Senior Development Advisor to preserve donor continuity, institutional knowledge, and key relationships while establishing clear portfolios, ownership, and accountability across the team.
- Assess the optimal timing and structure for future planned giving and other capacity investments; positions shown as planned or open on the organizational chart are not assumed to be currently filled.
- Partner closely with the CEO, CFO, COO, Senior Director of Food Services, and program leaders to connect growth priorities with operational capacity, recipient experience, volunteer engagement, and financial sustainability.
- Build a collaborative, accountable, and mission-centered culture that supports professional growth, strong execution, and shared ownership of results.

Systems Stewardship and Governance

- Strengthen CRM use, donor data, prospect management, gift processing, acknowledgment, reporting, recurring giving, and performance dashboards.
- Partner with Finance to develop the annual revenue budget, reconcile fundraising results, monitor return on investment, and provide accurate forecasts.
- Serve as the primary staff partner to the Board's philanthropy-focused committee and support the CEO in engaging the full Board in philanthropy, partnerships, and community engagement.
- Maintain high standards for donor intent, confidentiality, ethics, compliance, and stewardship.

Shared Leadership Across Functions

The CPO will lead strategy for philanthropy, donor engagement, communications, and partnership development. The CEO will remain actively engaged in principal relationships, community leadership, and

major strategic opportunities. Volunteer operations and recipient service delivery will remain operational functions, with the CPO and COO partnering closely to align volunteer recruitment, community outreach, referrals, and supporter engagement.

Leadership Profile

What success will require

Initial Priorities

- Assess the current revenue portfolio, donor pipeline, team capacity, systems, consultants, and near-term opportunities.
- Develop a multiyear plan for generating the philanthropic and partnership revenue needed to sustainably serve 500 more neighbors.
- Establish a coordinated major gifts, planned giving, sustainer, corporate, foundation, and healthcare partnership strategy.
- Clarify team roles, portfolios, decision rights, cross-functional partnerships, and performance expectations.
- Create practical dashboards and forecasting routines connecting activity, pipeline, revenue, retention, acquisition, return on investment, and mission growth.
- Strengthen the partnership among the CPO, CEO, Board, and community leaders in cultivating and securing significant investments.

Leadership Attributes

Strategic and entrepreneurial Sees possibility, identifies pathways to growth, and converts ideas into focused action.	Relationship centered Builds trust across donors, staff, volunteers, recipients, partners, and the community.
Collaborative and accountable Sets clear expectations, invites shared ownership, and follows through on commitments.	Mission grounded Keeps neighbors and the recipient experience at the center of decisions.
Data informed Uses evidence, financial insight, and performance measures to guide priorities and investment.	Compelling communicator Translates mission, need, and opportunity into stories and cases for support that inspire action.

Experience and Qualifications

- At least 10 years of progressively responsible experience in philanthropy, advancement, fundraising, partnerships, communications, or related nonprofit leadership, including significant team leadership experience.

- Demonstrated success growing and diversifying a multimillion-dollar portfolio, personally securing major gifts or strategic investments, and advancing corporate, foundation, stewardship, retention, campaign, and event strategies. Planned giving and healthcare partnership experience are highly valued.
- Proven ability to lead teams, consultants, cross-functional initiatives, and organizational change; excellent communication skills and experience working with boards and senior community leaders; fluency with fundraising CRMs, pipeline management, forecasting, and performance measurement.
- Bachelor's degree or equivalent education and experience; CFRE, CAP, or a comparable credential is preferred. Commitment to the dignity and independence of older adults and homebound neighbors is essential. Tampa Bay relationships and experience engaging diverse communities are preferred; bilingual English and Spanish capability is a plus.

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