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**Chief Donor Relations & Stewardship Officer
Houston Methodist Hospital Foundation
Houston, Texas**

SEARCH OVERVIEW

Houston Methodist Hospital Foundation (HMHF or the foundation) – the fundraising arm of the number one hospital in Texas and a member of *U.S. News & World Report's* prestigious Honor Roll for best hospitals – seeks an enterprising and strategic chief donor relations and stewardship officer (CDRSO) to design, implement, and elevate the foundation's donor recognition and stewardship programs to even greater success. The creation of this senior leadership position follows significant investment in and growth of both Houston Methodist and the foundation. Reporting to the president and CEO of HMHF, Dr. Flynn Andrizzi, early in his tenure, the CDRSO serves as a member of the foundation's senior leadership team and is presented with a unique building opportunity to grow and elevate the donor relations and stewardship team, both in size and sophistication. As Houston Methodist prepares for a groundbreaking comprehensive campaign for which excellence in donor recognition and stewardship will be essential, the CDRSO will expertly advance and oversee a critical function of the development operation to realize the foundation's ambitious goals and aspirations in order to advance Houston Methodist's mission and impact.

Founded in 1919, Houston Methodist exists today as an independent academic medical center and market leader in Houston, the state of Texas, and beyond. The last 20 years have seen unprecedented growth for the institution. In addition to providing highest-end care that is unparalleled in terms of safety and quality, Houston Methodist also boasts robust teaching and research initiatives, which are further strengthened by affiliations with Weill Cornell Medical College, New York Presbyterian Hospital, Texas A&M University, Rice University, and MD Anderson Cancer Center, among others. As clinical care, education, and research continue to grow across Houston Methodist, philanthropy will fuel the institution's remarkable trajectory of success in becoming one of the highest ranking academic medical centers in the country.

Building upon existing momentum, the CDRSO is responsible for the vision, strategy, and successful leadership of HMHF's donor relations program which includes communications, stewardship, events, donor recognition, and physician and faculty engagement. Utilizing best practices and leveraging the latest technologies, the CDRSO will build and operate a sophisticated donor relations and stewardship program that promotes a donor-centric approach to further engage Houston Methodist's supporters at all giving

levels. This individual will also introduce strategies around innovative and personalized stewardship, especially for the hospital's highest-level benefactors. Working with key partners within HMHF and across Houston Methodist, the CDRSO will further integrate the donor relations program across the foundation; provide regular and consistent communications with donors on the use and impact of their gifts; and introduce best practices while simultaneously conceiving new and innovative ways to foster deeper relationships between Houston Methodist and its constituents, both internal and external. The CDRSO will expertly lead, mentor, and develop a team of 30 dedicated professionals, when fully staffed, and play a significant role in recruiting a significant portion of the donor relations and stewardship team. In making these key hires, the CDRSO will successfully attract and retain staff members who are eager to shape the future of donor relations and stewardship strategy on behalf of the foundation.

The ideal candidate will be a seasoned, sophisticated, and experienced team leader adept at maximizing and facilitating team success. The selected candidate will possess superior communications skills with the ability to formulate effective messaging for a variety of audiences. Strong problem-solving and analytical skills, as well as a proven ability to think strategically, critically, and creatively, are required. The ideal candidate will possess a demonstrated track record of leading a proactive, integrated, and service-oriented donor relations and stewardship program in a large, complex, and fast-paced environment. This position offers an outstanding building opportunity for an inventive leader to showcase excellent collaboration, leadership, and project management skills while demonstrating consistent professional judgment and possessing a high degree of emotional intelligence.

Houston Methodist Hospital Foundation has engaged Rachel Ellenport of Isaacson, Miller to assist with this important search. Inquiries, nominations, and applications should be sent in strict confidence to the search firm as indicated at the end of this document.

HOUSTON METHODIST

The Houston Methodist System comprises a leading academic medical center located in the Texas Medical Center and eight community hospitals serving the Greater Houston area. Each hospital is staffed by committed personnel who exemplify [I CARE values](#): integrity, compassion, accountability, respect, and excellence. Patient safety, quality, and service are among the highest priorities.

Houston Methodist Hospital, the system's flagship, is recognized as a leader in cutting-edge research, education, disease prevention, and compassionate treatment of all health care needs. It was recently named to *U.S. News & World Report's* prestigious Honor Roll – the best hospitals list- for the eighth time overall and sixth consecutive year and has ranked as the number one hospital in Texas for 13 consecutive years. In *U.S. News & World Report's* specialty rankings, Houston Methodist ranked in 10 specialties, and it is the 32nd year its flagship hospital has had at least one specialty ranked. Eight specialties made the top 20 list, with three in the top ten. Below is a breakdown of the 2024-25 specialty rankings in alphabetical order:

- Cancer – No. 18
- Cardiology, Heart, and Vascular Surgery – No. 15
- Diabetes and Endocrinology – No. 6
- Gastroenterology/GI Surgery – No. 7
- Geriatrics – No. 18
- Neurology/Neurosurgery – No. 13
- Obstetrics and Gynecology – No. 14
- Orthopedics – No. 23
- Pulmonology and Lung Surgery – No. 8
- Urology – No. 25

Houston Methodist is the official health care provider for the Houston Texans, Houston Astros, Houston Livestock Show and Rodeo, Rice University Athletics, Houston Ballet, Houston Symphony, and Houston Grand Opera.

Houston Methodist Academic Institute: The [Houston Methodist Academic Institute](#) is the cornerstone of Houston Methodist's position as a nationally recognized academic medical center. The President of the Academic Institute serves as the Chief Academic Officer and is the senior most academic executive within Houston Methodist. The Academic Institute, comprised of the [Houston Methodist Research Institute](#) and [Houston Methodist Education Institute](#), aligns its research and education initiatives to serve Houston Methodist's mission to advance the new technologies and skills clinicians need for patient care. Its primary academic affiliate is the top-ranked Weill Cornell Medicine, as well as affiliations with Texas A&M University, Rice University, the University of Houston, and MD Anderson Cancer Center.

Houston Methodist Community Benefits: At Houston Methodist, caring for the community means more than providing quality healthcare at its eight hospitals – it means supporting individuals and organizations that touch the lives of those who make up the community. Based on the I CARE values, programs provide financial and medical assistance to more than 150,000 patients annually. This support also helps foster confidence, peace of mind, and compassion in individuals rebuilding their lives.

Houston Methodist Specialty Physician Group: Doctors in Houston Methodist Hospital's Physician Organization are employed by Houston Methodist Hospital and have offices located on campus. These physicians are deeply rooted in an academic and research environment where teaching, continuing education, and collaboration are strongly encouraged. Membership in the organization provides an affiliation with Houston Methodist Research Institute and opportunities for Weill Cornell Medicine faculty appointments.

Houston Methodist Primary Care Group: With 45 locations throughout the Greater Houston area, the Houston Methodist Primary Care Group is dedicated to providing quality patient care for the entire family.

Houston Methodist Primary Care Group is proud to be a part of Houston Methodist and its family of hospitals, ensuring efficient access to specialty and hospital services whenever the need arises.

Centers of Excellence: Houston Methodist's six multidisciplinary Centers of Excellence unite clinical care, research, and education to create innovative solutions to clinical problems and provide personalized patient care with compassion. Each center has clinical and translational research programs led by expert teams of physicians and scientists dedicated to enhancing disease diagnosis, prevention, and treatment, as well as education and patient support. There are six Centers of Excellence:

- Houston Methodist Dr. Mary and Ron Neal Cancer Center
- Houston Methodist DeBakey Heart & Vascular Center
- Houston Methodist J.C. Walter Jr. Transplant Center
- Houston Methodist Lynda K. and David M. Underwood Center for Digestive Disorders
- Houston Methodist Neurological Institute
- Houston Methodist Orthopedics & Sports Medicine

HOUSTON METHODIST HOSPITAL FOUNDATION

The Houston Methodist Hospital Foundation helps to accomplish institutional priorities through fundraising, gift management, and stewardship. Governed by a board of directors, the foundation accepts all gifts on the hospital's behalf. Since fundraising began at Houston Methodist in 2003, the foundation has raised more than \$980 million, increased the endowment to more than \$600 million, and supported the creation of more than 132 endowed chairs for faculty physicians, researchers, and key leaders. This has included two campaigns (\$212 million raised between 2003 to 2012 and \$518 million raised from 2013 to 2020). In 2025, Houston Methodist will begin the quiet phase of its third campaign, with a working goal of more than \$1 billion over ten years.

In Fiscal Year 2023, the foundation raised a total of \$91.9 million. More than 3,638 gifts were made by nearly 3,166 unique donors – 72 percent of whom were individuals, followed by 28 percent foundations, and three percent corporations and corporate foundations. For more information on fundraising results, please visit the foundation's [2023 annual report](#).

In 2017, Houston Methodist received the largest contribution in its history – a \$101 million gift from billionaire Joseph C. “Rusty” Walter, his wife, Paula, and the Walter Oil & Gas Corporation to accelerate neuroscience research efforts at the hospital. To learn more about the gift, and other notable contributions, please visit [here](#).

The foundation's new leadership has aspirational goals for growth of the team. In the next few years, the staff is anticipated to grow from the current size of 75 to 125 full-time employees.

CHIEF DONOR RELATIONS & STEWARDSHIP OFFICER

Reporting to the president and CEO of the Houston Methodist Hospital Foundation, the chief donor relations and stewardship officer (CDRSO) is responsible for leading and directing a team of professionals in the areas of communications, stewardship, events, donor recognition, and physician and faculty engagement. A member of the foundation's senior leadership team, the CDRSO will provide meaningful contributions and vision for the overall direction of the foundation, particularly as it embarks on a groundbreaking billion-dollar-plus comprehensive campaign. The CDRSO will develop policies and best practices that govern all areas of the donor relations and stewardship functions including, but not limited to, donor recognition, giving levels and societies, endowment management, campaign communications, and event standards. Where necessary, the CDRSO will recruit teams of professionals to manage these functions.

Program Elevation and Management

- Provide strategic and operational oversight of the core donor relations departments: communications, stewardship, events, donor recognition, and physician and faculty engagement. Assess the component parts of the donor relations and stewardship programs to determine ways in which the foundation's donor relations efforts may be elevated and enhanced to even greater success, and further integrated across the organization.
- Ensure that the hospital's stewardship of its donors makes supporting Houston Methodist a personally fulfilling experience; conveys that the hospital and its leaders care deeply about its supporters; appreciates what they have done for Houston Methodist; and demonstrates the impact of their support on the organization as a whole.
- Oversee timely, appropriate, and proactive stewardship of Houston Methodist's donors while maintaining the consistency and accuracy of donor recognition.
- Identify creative and customized ways to surprise, delight, and thank donors through innovative acts of stewardship in order to continuously demonstrate positive returns on their philanthropic investments.
- Oversee the foundation's events of various size and purpose with the highest level of professionalism and experience for guests and partners; establish, measure, communicate and reevaluate the success of each event.

Staff Management and Development

- Provide leadership for a team with plans to grow to 30 employees, including direct supervision of senior leaders over communications, events, stewardship & donor recognition.
- Inspire, empower, and motivate staff through active communications and delegation, placing staff members' work within the context of Houston Methodist's and the foundation's strategic priorities and mission.
- Sustain a collaborative, respectful, and high-achieving environment through clear communication and well-articulated goals; support the Houston Methodist culture through consistent behavior that is aligned with I CARE values.
- Ensure that best practices in donor relations are followed while fostering a working environment that values creativity, rewards new ideas and healthy risk-taking, and considers new and innovative approaches to engage the broad array of donors who support Houston Methodist's mission.
- Creatively develop ways to mentor staff members at all levels; provide frequent opportunities for professional learning and growth; emphasize retention as a means to increase the capacity and expertise of the team.
- Ensure that all Houston Methodist and foundation policies are known and followed by staff.

Engagement with Key Partners

- Partner with colleagues across HMHF, including peers across the senior leadership team, to formulate consistent outreach and messaging strategies that align with Houston Methodist's mission and the goals of the impending and future campaigns.
- Strategize with the chief development officers on efforts to engage the hospital's top prospects, maximizing their relationships with Houston Methodist and ensuring their continued philanthropic support.
- Collaborate with hospital physicians, faculty, and administrators to gather information and identify desirable giving opportunities in support of Houston Methodist's institutional fundraising objectives.
- Work closely with volunteer leadership as a senior member of the foundation's team; represent Houston Methodist with the utmost professionalism.

QUALIFICATIONS & EXPERIENCE

While no one candidate will meet all desired criteria, the successful candidate will bring most of the following qualifications and attributes:

Qualifications

- A talented team leader who is eager to work collaboratively across the foundation and Houston Methodist, especially with hospital leaders and other key stakeholders to educate them on and engage in the donor recognition and stewardship process.
- Expertise and depth of understanding of best practices in donor relations; an entrepreneurial approach to building and guiding a program. A minimum of ten years of progressively responsible experience with at least five years of management experience in complex, successful development programs, preferably in a higher education, academic medical, or health sciences setting.
- The intellectual and emotional depth, maturity, and confidence to engage and garner the trust of the key administrative leaders, physicians, senior staff, and key volunteers.
- Proven track record of personal success engaging and stewarding major- and principal gift-level donors, including grateful patients, as well as corporations and foundations; a high level of comfort and effectiveness working with high-net-worth individuals and corporate business leaders.
- An approach to management that brings out the best in staff and yields pride, trust, ownership, and a sense of team effort.
- Appreciation for a high-performing culture that values teamwork, integrity, excellence, and dedication to the mission.
- A keen eye for operational efficiency and optimal use of resources; experience improving effectiveness of an operation by establishing goals and performance standards.
- Ability to analyze information and think strategically, critically, and creatively; a track record of translating new ideas into executable programs.
- Superior written and oral communication skills; the ability to convey the impact donor support has on an institution; clarity, crispness, and elegance in writing and speaking.

- Superlative interpersonal skills and a demonstrated ability to work well with and show genuine respect for all individuals.
- Honesty, integrity, enthusiasm, and perspective; a strong work ethic supported by commitment and follow-through.
- Ability to utilize, maximize, and integrate various means of technology and communications to fully leverage and measure outreach efforts.
- Bachelor's degree required; master's degree preferred.

TO APPLY

Houston Methodist Hospital Foundation has retained Isaacson, Miller, a national executive search firm, to assist in this search. Confidential inquiries, nominations, referrals, and applications should be directed in confidence to:

<https://www.imsearch.com/open-searches/houston-methodist-hospital-foundation/chief-donor-relations-and-stewardship-officer>

Houston Methodist Hospital is an Equal Opportunity Employer. HMM will not engage in discrimination against, or harassment of, any person employed or seeking employment with Houston Methodist Hospital on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, status as a protected veteran, or other characteristics protected by law.

ADDENDUM

LEADERSHIP

Marc L. Boom, M.D., M.B.A., F.A.C.P., F.A.C.H.E President and CEO

Dr. Marc L. Boom is president and CEO of Houston Methodist and holds the Ella Fondren and Josie Roberts Presidential Distinguished Centennial Chair. Dr. Boom holds a B.S. in Biology with High Honors from the University of Texas at Austin, an M.D. with High Honors from Baylor College of Medicine, and an M.B.A. from The Wharton School of the University of Pennsylvania. He completed a residency in internal medicine at Massachusetts General Hospital, Harvard Medical School, and fellowships in geriatric medicine and general medicine at the Hospital of the University of Pennsylvania. He is board certified in internal medicine and geriatric medicine and is a Fellow of the American College of Physicians. Previously Dr. Boom was executive vice president of The Methodist Hospital, president and CEO of Methodist Diagnostic Hospital and president/CEO/medical director of Baylor-Methodist Primary Care Associates, a network of primary care physicians. Dr. Boom is also an assistant professor of medicine at Weill Medical College of Cornell University, an adjunct professor of management, policy, and community health at The University of Texas School of Public Health and previously an adjunct professor of Management at Rice University.

Dr. Boom is a member of numerous professional and community organizations including the American College of Healthcare Executives, The Leadership Institute, the American College of Physician Executives, the University of Texas College of Natural Sciences Advisory Council; and the American Heart Association where he is Past-President of the Board for the Houston Office. Dr. Boom is chair-elect of the Texas Hospital Association, having previously served on the organization's board of trustees. He represents Houston Methodist Hospital on the Vizient Consortium CEO Executive Board. Dr. Boom has been a member of the Young Presidents Organization (YPO) since 2012. He served as moderator of the group's Forum V in 2013-2014. Dr. Boom also serves on the board of Texans By Nature and the Houston Advisory Board of Directors of Amegy Bank. He previously served as chair of the Health Care Advisory Committee of the Greater Houston Partnership. He maintains a part-time clinical practice where his special interests are preventive medicine, lipid disorders, and hypertension.

Dr. Boom was named CEO Communicator of the Year by the Houston chapter of the Public Relations Society of America in 2014. He was finalist for the 2009 and 2010 Health Care Hero Award by the Houston Business Journal. In 1999, Modern Healthcare magazine named Dr. Boom one of healthcare's newest leaders - the "Up and Comers." In the 2007 Modern Healthcare "Up and Comers Yearbook" celebrating 20 years of the list, Dr. Boom was singled out as the "Star Student" of the "Up and Comers Class of 1999." The American Heart Association awarded Dr. Boom the "2006 Distinguished Service Award" and in 2012, Dr. Boom and his wife Dr. Julie Boom received the "Good Samaritan Award" from Interface-Samaritan Counseling Centers. In 2016, he was selected to receive the year's American College of Healthcare Executives Regent for Texas - Southeast, Senior-Level Healthcare Executive Award as well as the ACHE's Recognition Award. Dr. Julie Boom is a pediatrician at Texas Children's Hospital. Her special interests are in vaccine advocacy and research.

Married for more than 25 years, the Booms have three children, Kathryn (24), John (20), and Janie (14). They are active members of First Presbyterian Church. Dr. Boom enjoys travel, soccer, gardening, playing the piano and gourmet cooking.

Flynn A. Andrizzi, Ph.D.
President and CEO, Houston Methodist Hospital Foundation

Flynn A. Andrizzi, Ph.D., has been a leader in philanthropy for nearly three decades. Andrizzi joined the Houston Methodist Hospital Foundation as president and CEO in January of 2024.

Before joining Houston Methodist, Andrizzi served as the president of the Hoag Hospital Foundation for nearly 14 years. There, he led the effort to elevate philanthropic support from an average of \$15 to \$20 million annually to consistently over \$100 million per year. He also led the launch of Hoag's first ever comprehensive campaign, successfully raising over \$750 million.

Before joining Hoag in 2010, Andrizzi served as senior vice president and chief development officer at the University of Iowa Foundation. Prior to that, he was the vice president for institutional advancement at Thomas Jefferson University in Philadelphia. Andrizzi also held top fundraising positions at the University of Utah.

Andrizzi has served on several nonprofit boards including the Make-A-Wish Foundation. He actively serves in his church and has been involved with the Boy Scouts of America. Andrizzi has received several fundraising and academic awards including being named as a Truman Scholar. He served on the board of directors of the Association for Healthcare Philanthropy (AHP) and is a regular presenter at national conferences.

Andrizzi holds a Ph.D. in educational leadership and policy from the University of Utah as well as a bachelor's degree and master of public administration from the same university. He and his wife Alison have three adult children.