

**Burke Rehabilitation Center**  
**White Plains, NY**  
**Burke.org**

**Chief Development Officer**

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**BACKGROUND:** Burke Rehabilitation Center is internationally recognized for providing exceptional physical rehabilitation care, and as a leader in clinical and basic science research. Located in White Plains, NY on a beautiful 60-acre campus, Burke's specialized care and 95 year commitment to rehabilitation and research has earned an unmatched reputation for excellence among New York's leading hospitals. Over 50 hospitals recommend Burke for their patients' recovery programs.

Burke is both an acute rehabilitation hospital and research center, and has three major divisions: Inpatient Rehabilitation Hospital, Outpatient Rehabilitation Hospital, and the Winifred Masterson Burke Medical Research Institute. Accredited by the Joint Commission on the Accreditation of Health Care Organizations and the Commission on Accreditation of Rehabilitation Facilities, Burke receives over 65,000 visits each year and has an annual operating budget of approximately \$66 million. Most of the operating revenue is derived from Medicare, Medicaid, Blue Cross and other third-party payors. Burke currently receives approximately \$600K in philanthropy, and is committed to increasing private contributed support to \$2-3 million annually.

**PRIMARY FUNCTION:** A newly-created position, the Chief Development Officer will lead the effort to create and implement a comprehensive fundraising program to increase private source revenue for the Hospital and Research Institute. This is an attractive opportunity for an entrepreneurial fundraising professional to strengthen and grow an ambitious development program through an entire range of activities: major gifts, planned giving, special events, direct mail, corporate and foundation support.

The Chief Development Officer oversees a team of four and reports to the Executive Medical Director/CEO. He/she also works closely with the Executive Director/Administrator, and the Director, Burke Medical Research Institute. The CDO will collaborate with the Development Committee of the Board of Directors, and in the long term, will build the Foundation Board, currently fiduciary in nature, to become Burke's principal fundraising organization.

**IDEAL QUALIFICATIONS:** Bachelor's degree, advanced degree preferred; significant track record of success in development, ideally in the New York area market; working knowledge of all types of fundraising programs including capital campaigns, major gifts, corporate/foundation giving, planned giving, volunteer management, board development, and communications; the skill to run a "moves management" fundraising program; proven success closing major gifts of five-figures and above; ability to think strategically and create competitive and breakthrough philanthropic support strategies; leadership and motivational skills; entrepreneurial spirit; excellent communication and writing skills; effective time management skills; proficiency in Raiser's Edge; ability to work evenings and/or weekends and travel for business, as required; a sincere interest in the Burke mission.

Compensation will be competitive and commensurate with experience and accomplishments. A complete position specification is available upon request. Kindly direct all inquiries to Howe-Lewis (212) 697-5000; do not contact Burke. Nominations and applications will be considered in confidence and should be sent via e-mail to:

**Burke@howe-lewis.com**

**Or apply online at [www.howe-lewis.com/assignments.html](http://www.howe-lewis.com/assignments.html)**