



Vision Share, Inc.

**Manager/Director of Corporate Partnerships and
Philanthropy**

Position Specification

January, 2017

POSITION SPECIFICATION

Position	Manager/Director of Corporate Partnerships and Philanthropy
Organization	Vision Share, Inc.
Location (1 FTE)	Chicago, Illinois
Reporting Relationships	<p>The Manager/Director of Corporate Partnerships and Philanthropy will collaborate closely with and report directly to the President and CEO. The Vision Share Manager/Director will work closely with clients, members and staff to facilitate the process of creating ongoing client relations and business transactions with Vision Share. Key areas of Vision Share collaboration will include working alongside the VS Distribution team, VS Financial Management team, and VS Business Development team.</p> <p>The VS Manager/Director of Corporate Partnerships and Philanthropy position is a mission-centered position whose daily goals and responsibilities are focused around building and maintaining corporate and individual relationships and reporting on development activities and successes. The VS Manager/Director will share the VS story with prospective supports to gain financial support for VS's mission.</p>
Website	http://www.visionshare.org/

INTRODUCTION TO THE MANAGER/DIRECTOR ROLE AND SELECTION

Vision Share, and its CEO are seeking a dynamic Manager/Director who will engage deeply in being a high level contributing leader of the Vision Share team and to work with the VS CEO towards building the organization in a continuous process of growing, evolving, and diversifying. The VS Manager/Director will focus on managing their specific objectives as defined by the CEO. Relative to the domestic and international need to build and maintain clients, the Manager/Director will work towards delivering *The Vision Share Advantage*[™] and leveraging the organization's and its members' strengths to take full advantage of domestic and international ocular tissue placement, to gain financial support for the organization.

MANAGER/DIRECTOR OF CORPORATE PARTNERSHIPS AND PHILANTHROPY ROLE

This talented individual will build trust, confidence and goodwill with Vision Share clients, understand the needs of Vision Share clients and articulate Vision Share's ability to meet their needs. The Manager/Director works with all areas of VS to tell the story of our donors, physicians, eye banks, and clients. The Manager/Director coordinates Vision Share's marketing activities and reports any new potential financial donor and corporate partner.

MANAGER/DIRECTOR KEY RESPONSIBILITIES

- Report directly to President and CEO
- Develop, grow, maintain, and assure consistency for the corporate partnership strategy including key offerings and benefits, of pre-approved packages

- Maintain and grow the individual donor strategy including key rights and benefits, and assure consistency between all outreach, campaigns, applications and communication efforts
- Build relationships with key members, staff and stakeholders to gain support, negotiate benefits, and build prospect base for corporate partnership program
- Work with applicable staff members and volunteers to coordinate prospect contacts, prioritization of leads, and coordinate presentations
- Create/maintain tracking system for all corporate relationships and single and multi-year pledging donors
- Create master contract templates to use for all corporate relationships
- Refine and assure consistency with documents related to donor relations and pledging
- Ensure enforcement of and provide reporting in line with corporate relationship guidelines / grant parameters / other requirements across all departments
- In collaboration with staff, create, administer and report internally on annual sponsor survey to determine satisfaction levels
- Enhance and develop departmental policies and procedures
- Collaborate with staff on regular, periodic membership survey to capture demographics, purchasing power/habits, partner recall and loyalty
- Research, identify and prioritize prospective partners
- Research, identify and prioritize new donor sources, such as foundations
- Prepare sales materials and presentations; create related communications/marketing materials in collaboration with staff. Tailor cultivation/pitch and sales materials to targeted companies and/or categories
- Identify objectives of partners and determine strategy for achieving objectives
- Coordinate and submit grant applications and contracts, reconciliations and reporting
- Facilitate partner-to-partner meetings, when applicable, to design cross-promotional and/or business relationships between cosponsors
- Oversee partnerships to determine if objectives are being met
- Coordinate partner update meetings; serve as lead for those meetings and as co-lead for those meetings where executive and/or volunteer leadership are present
- Coordinate appropriate execution of sponsorship and promotional platforms
- Coordinate and oversee partner servicing and contract fulfillment
- Collaborate with staff on recognition and visibility benefits for all corporate partners
- Assure and supervise sponsor hospitality and networking functions
- Supervise allocation of any promotional inventory for sponsor activation needs

VISION SHARE CENTER DIRECTOR EXPERIENCE/QUALIFICATIONS

- A minimum of four to six years of fundraising, philanthropy and corporate partnerships experience. Two to three years of any related disciplines including business development, marketing and customer service experience is preferred.
- Background working within healthcare.
- A working knowledge of corneal anatomy, or the ocular or ophthalmologic field is preferred.
- Excellent oral and written communication skills with the ability to interact effectively with all levels of employees (i.e. Executive Directors, coordinators, surgeons, hospital/ASC support staff, etc.).
- Ability to think strategically and plan work around attaining goals and objectives.
- Strong interpersonal, written, verbal, and phone communication skills required.

- Strong organizational skills, problem-solving abilities and attention to detail.
- Ability to work independently, with limited direction, and in a team environment.
- Ability to work with distraction and to multi-task with frequent interruptions.
- Intermediate knowledge of Microsoft operating systems, Microsoft Office, general database, and web-based applications.
- Must maintain a valid driver's license and acceptable driving record as determined by the organization.
- Must have reliable transportation.
- Ability to work infrequent work schedule depending on need of travel and client engagement; could include nights and weekends.

EDUCATION

- Bachelor's degree or an equivalent combination of education and experience from which comparable knowledge, skills, and abilities have been acquired is preferred.
- Continual training and certification as necessary.

COMPENSATION

A competitive compensation package will be offered to the successful candidate. Vision Share will provide an attractive benefits package.

WORK ENVIRONMENT

The Manager/Director will work from Vision Share, Inc. national headquarters, located downtown Chicago, Illinois.

Physical Demands

- Travel up to 20% with ability to set your own schedule; in combination with the needs of the client or conference dates.
- Availability to work holidays, nights, and weekends as required and respond to branch/department needs on a 24-hour basis.
- Frequent periods of intense concentration, attention to detail and accuracy.
- Ability to handle mental and physical strain involved in use of printed materials, prolonged use of computer screens and extensive phone usage.
- Moderate manual dexterity for basic keyboarding.
- Long periods of sitting and/or standing may be required.
- Ability to lift and move 20 pounds is required.

NOTE: The preceding statements describe the nature and level of assignments normally given job incumbents. They are not an exhaustive list of duties. Additional duties may be assigned. Vision Share is an Equal Opportunity Employer. We take pride in the diversity of our staff, and seek diversity in our applicants. Vision Share does not unlawfully discriminate on the basis of any status or condition protected by applicable federal or state law. Vision Share reserves the right to seek, hire and promote persons who support the goals and mission of the institution.

Overview of Vision Share

Vision Share, Inc. a not-for-profit organization, headquartered in the USA, is the largest and most

advanced network of eye banks in the world. Vision Share is the premier global organization for eye tissue placement and ordering services. Vision Share and its members are recognized as best of class for eye bank experience and expertise and are leading innovators in eye bank procedures and technology. Vision Share and its member's tissue placement reach is truly global and Vision Share is uniquely designed to meet the specific individual needs of surgeons, hospitals and surgery centers, academic institutions, and other eye banks in need of ocular tissue and related services regardless of location.

Vision Share was founded in 1998 by a group of five eye banks and has grown into an organization with 13 members and 18 eye banks (See Exhibit I for a member listing). It is organized as a consortium of member eye banks to provide an environment within which its members can grow and thrive and restore sight to those in need. Made up from the members, Vision Share has a committed 7-member Board of Directors, who are predominately Executive Directors and/or CEOs of Vision Share member eye banks.

Vision Share and its members provide more than 30% of transplant tissue supplied by EBAA eye banks annually and in regard to the latest technology, DMEK, Vision Share and its members enjoy a global majority market share in excess of 50%.

Vision Share is an organization with over 17 years of proven experience in making connections that matter. Through Vision Share's global reach, the organization has a view towards enhancing its relationship with each individual client by maintaining a level and quality of service at the forefront of the industry. Since its inception Vision Share has been dedicated to restoring sight through outstanding service customized to meet a diverse range of needs.

Vision Share's clients gain a patient care advantage through Vision Share's dedicated ability to coordinate complex logistics and manage challenging circumstances. The level of collaboration facilitated by Vision Share and its members is truly unparalleled—it provides Vision Share's clients with access to quality tissue and choice, in a manner that is simple, reliable, and seamless.

Vision Share's unique ability to connect its members and its clients in a highly collaborative process helps ensure quality outcomes for surgeons, scientists, and patients worldwide.

Relationships between donor families, Vision Share's member eye banks, and surgeons and their patients form the foundation for Vision Share's company values and its longstanding commitment to operating as a nonprofit organization.

Vision Share's daily stewardship of sight-restoring anatomical gifts is of paramount importance to Vision Share, its staff, its Board and its members and their organizations.

Vision Share is keenly aware of the pressures and demands its clients and members face during a time of tremendous change in the health care delivery landscape. As such, Vision Share is committed to providing a patient care advantage to all those that it serves.

Services

- Vision Share provides quality donor corneas and other ocular tissue for cornea transplant surgeries as well as for research and training purposes.

- Vision Share provides vital services to eye banks, corneal surgeons, hospitals and surgery centers, and ophthalmic researchers.
- Vision Share provides donor eye tissues for medical research, medical device research & development, and surgical training according to requested specifications.
- Vision Share serves the needs of the global market by providing tissue, quality, and choice through an effective and efficient placement system.
- Vision Share assists surgeons, hospitals and surgery centers, in gaining a patient care advantage through the collective expertise of Vision Share's innovative eye bank members.
- Vision Share's network of member eye banks consistently share their expertise within the eye banking community in order to develop, promote, and enhance programs and ocular services worldwide.

Tissue

Vision Share provides the most reliable, effective, respected, and efficient tissue ordering and placement services available. Vision Share's Distribution Center is available 24/7/365.

Surgical Whole Corneas

- Penetrating Keratoplasty (PK)
- Endothelial Keratoplasty (EK)
- Anterior Lamellar Keratoplasty (ALK)
- Keratolimbal Allografts (KLA)
- Tectonic Grafts

Custom Eye Bank Processing

- DSEK/DSAEK
- DMEK
- DMAEK
- ALK
- Femtosecond Laser-Assisted Keratoplasty (FS-LAK)
- Pre-Loaded Cornea in an Inserter Device

Other Surgical Tissue

- Long Term Preserved Corneas
- Sclera
- Amniotic Membrane
- Whole Eyes

Research Tissue

- Normal and Disease-Specific Ocular Tissue
- Medical Research
- Medical Device & Pharmaceutical R&D
- Training & Medical Education
- Tissue meeting the requirements listed in the above categories

Accreditations

All Vision Share members must be accredited by the Eye Bank Association of America (EBAA) and maintain accreditation as a condition of membership. Vision Share supports the mission of the EBAA, and on occasion, may represent a joint policy position regarding issues being discussed within the Association.

In addition, each Vision Share member is required to maintain U.S. Food and Drug Administration (“FDA”) licensure.

All Vision Share members are required to maintain high professional and ethical principles and practices.

FINANCES

Vision Share is a not for profit 501 (c) 3 organization carrying an annual operating budget of approximately \$2 million (2016). Vision Share currently generates in excess of \$13 million in Total Revenue. Revenue is generated from services performed and provided and member dues. Vision Share’s Total Revenue in 2016 was approximately \$12 million in total revenue.

Vision Share Member Eye Banks

All Vision Share members are eye banks registered with the FDA and accredited by the EBAA.

- Eversight Connecticut
 - Eversight Illinois (Bloomington, IL)
 - Eversight Illinois (Chicago, IL)
 - Eversight Michigan (Ann Arbor, MI)
 - Eversight New Jersey (Clark, NJ)
 - Eversight Ohio (Cleveland, OH)
 - Indiana Lions Eye & Tissue Transplant Bank (Indianapolis, IN)
 - Iowa Lions Eye Bank (Coralville, IA)
 - Lions Eye Bank of Lexington (Lexington, KY)
 - Lions Eye Bank of West Central Ohio (Dayton, OH)
 - Lions Eye Bank of Wisconsin (Madison, WI)
 - Lions Eye Institute for Transplant & Research, Inc. (Tampa, FL)
 - Lions Medical Eye Bank & Research Center of Eastern Virginia (Norfolk, VA)
 - Medical Eye Bank of West Virginia (Charleston, WV)
 - Saving Sight (Kansas City, MO)
 - Sierra Donor Services Eye Banks (Sacramento, CA and Nashville, TN)
 - UT Southwestern Transplant Services Center (Dallas, TX)
 - Utah Lions Eye Bank (Murray, UT)
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