

Children's Aid Foundation of Canada Position Description

Position Title	Senior Manager, Corporate Partnerships and Major Gifts	Type	Permanent, full time
Department	Development	Salary	\$75,000 - \$85,000
Reports to	Director, Corporate and Community Partnerships	Updated	July 2022

About the Children's Aid Foundation of Canada

Children's Aid Foundation of Canada is our country's leading charity dedicated to improving the lives of children and youth growing up in the child welfare system. We raise and grant funds and deliver a wide range of high-impact programs and services in partnership with child- and youth-serving agencies across the country.

Our vision is to create a world where the children and youth we serve have the strength and resilience to forge a bright and positive future. Join us and together we will help empower children, youth and families involved with the child welfare system go from surviving to thriving.

The Foundation is a dynamic and growing organization committed to delivering excellence and maximizing the social value of donations and volunteer contributions to child welfare in Canada. Last year we raised over \$17.5M supporting 19,568 children, youth and families across Canada.

You picked an incredible moment to join the Children's Aid Foundation of Canada! We are leading a bold and ambitious transformational strategy that will drive growth and awareness and ultimately lead to increased funds to better serve our three priority areas:

- 1) children and families at risk,
- 2) children and youth living in government care, and
- 3) youth transitioning out of care.

Position Description

The Senior Manager, Corporate Partnerships and Major Gifts is responsible for fostering and soliciting new and existing multi-year gifts, sponsorships, and cause marketing initiatives from corporate and major gift supporters in alignment with the Foundation's goals, strategic plan, and priority programs.

We are looking for an experienced and energetic leader with a proven track record in soliciting major gifts and delivering results. The successful candidate must possess exceptional relationship management skills, and be both results-oriented *and* passionate about supporting youth and families involved in the child-welfare system

Responsibilities

- Personally manage a portfolio of corporate and major gift donors (\$25K+) conducting cultivation visits, solicitation calls and stewardship activities

- Identify, cultivate and solicit new prospects to raise incremental revenue
- Lead donor solicitation and renewal strategies that align with the Foundation's priority programs, including unrestricted giving, the Teddy Bear Fund, and other flagship programs
- Develop comprehensive, creative and tailored proposals/partnerships, including optimizing corporate revenue potential (i.e. philanthropy, workplace giving, sponsorship and cause marketing)
- Manage relationships with senior volunteers (i.e. Board of Directors, Campaign Cabinet) to identify prospects, develop strategies and conduct solicitation calls
- Working with the Development team, contribute to annual and campaign fundraising strategy and planning
- Working with others across the Foundation, and specifically the Sr. Development Officer, Donor Engagement and Stewardship, ensure high quality development and execution of cultivation, engagement, recognition and stewardship activities, and impact reporting, to nurture the donor's involvement, interest, and support of the Foundation
- Ensure effective donor management organizational frameworks and processes are in place – call Notes, Call Briefs, Raisers Edge Actions, Correspondence, Stewardship Activities

Raiser's Edge:

- Ensure donor files are maintained and updated accurately in a timely fashion
- Ensure compliance with Raiser's Edge operating policies and procedures
- Ensure that department uses Raiser's Edge system to its full potential to improve moves management

Other Initiatives:

- Act as an Ambassador and attend events as required

Competencies and Skills

- Superior interpersonal and relationship building skills
- Excellent written and verbal communications skills
- Ability to work in a fast paced and results-oriented environment
- Excellent organization, planning and administrative skills
- Natural relationship builder – creative, positive and solutions oriented and a strong team player who values collaboration
- Evidence of leadership and initiative, tact, diplomacy, attention to detail and creativity
- Good skills in Raiser's Edge and Microsoft suite of products, or equivalent
- Alignment to organizational values: Care & Compassion, Child & Youth Focused, Excellence & Leadership, Integrity, Collaboration/Teamwork

Qualifications

- Relevant post-secondary degree or an equivalent combination of education and experience
- A minimum of 5 years of charitable sector experience, with more than 2 years in corporate or major gift fundraising, or comparable role
- A track record of meeting or exceeding targets from diverse audiences and activities
- Experience with cause-related marketing or sponsorship programs is an asset
- CFRE accreditation is an asset

Hours of work

- Regular office hours: 9:00 am to 5:00 pm
- Occasional evening and weekend hours
- Vacation restrictions during busy periods

Travel requirements

- Local travel within the GTA, during business hours
- Occasional travel related to national programs as required by donors and foundation events and activities is possible

CAFC provides equal employment opportunities to employees regardless of their gender, race, religion, age, disability, sexual orientation or marital status. We welcome and strongly encourage applications from equity seeking groups, including members of communities that are overrepresented in the child welfare system. We offer a family-friendly environment that allows for flexible work arrangements in order to support staff diversity and ensure a healthy work-life balance.

We offer: 4 weeks' vacation per year, plus 3 float days, participation in the OMERS Pension Plan with contributions matched 100% by the employer, a comprehensive benefits package (including medical, dental, life and disability), Employee Assistance Program and a competitive salary.

CAFC staff are currently working in a hybrid work model, working remotely and in the downtown Toronto office 1 day a week when it is safe to do so.

We acknowledge that the Foundation's main office is located in Toronto, which is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee, and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis. The area now known as Toronto is covered by Treaty 13. Children's Aid Foundation of Canada is committed to supporting meaningful reconciliation between Indigenous peoples and others in these lands and across Canada.

To Apply:

To apply please forward a current resume, with covering letter in one single document, detailing how your qualifications match this opportunity, to enza@cafdn.org and include "SM Corporate and Major Gifts July 2022" in the subject line of your email by August 12, 2022.

We thank all candidates for their interest in the work of Children's Aid Foundation of Canada; but only candidates selected for an interview will be contacted. No telephone inquiries please.