

## DIRECTOR, DONATIONS MANAGEMENT

York is a leading international teaching and research university, and a driving force for positive change. Empowered by a welcoming and diverse community with a uniquely global perspective, we are preparing our students for their long-term careers and personal success. Together, we can make things right for our communities, our planet and our future. Advancement at York leads and inspires meaningful engagement and philanthropic support from alumni and friends to advance the University's mission. We are also deeply committed to building the reputation of York University as a leading, progressive, research-intensive University uniquely positioned for the betterment of society in the 21st century.

The Director, Donations Management role is accountable for providing strategic leadership to the gift processing team within Advancement Operations. The role monitors financial operations in a complex environment to identify opportunities for strategic, innovative, and forward-thinking change. The Director, Donations Management role develops and implements strategic operational plans, working with various stakeholders to evaluate, implement and continuously improve operational processes in alignment with Divisional goals & priorities and ensuring compliance with industry best practices (as defined by the Council for Advancement and Support of Education (CASE) and applicable Canada Revenue Agency (CRA), Imagine Canada, Payment Card Industry (PCI)), and York University policies and regulations.

To be considered for this opportunity, you will bring the following:

Undergraduate Degree in Business Management/Administration/Finance or related field. Chartered Professional Accountant (CPA) designation preferred. Six (6) years experience in leading and implementing operational and administrative procedures in a not for profit, public sector, or educational institution, preferably in relation to gift processing and donation management. Four (4) years of experience managing staff and projects preferably in a unionized and /or higher education environment. Experience in CRM integration and use of related software programs in support of gift processing, constituent record keeping, metric implementation and fundraising and reporting. Experience using financial information systems in support of financial reporting, modeling for budgeting and forecasting purposes.

*For full position details, including skills and knowledge requirements, and to apply to this exciting opportunity visit the External Career Portal ([www.yorku.ca/jobs](http://www.yorku.ca/jobs)) and refer to posting 107987.*

*We offer comprehensive benefits and access to superb educational and recreational facilities. For more information on what York has to offer U please visit: <http://hr.info.yorku.ca/benefits/>*