FOUNDATIONS
at Health Sciences North

JOB POSTING
SENIOR PHILANTHROPY OFFICER

FOUNDATIONS AT HEALTH SCIENCES NORTH (HSN):
HSN Foundation, Northern Cancer Foundation and NEO Kids Foundation

Status: Permanent, Full-Time in Sudbury, Ontario

ABOUT HEALTH SCIENCES NORTH (HSN) & THE FOUNDATIONS AT HSN

Welcome to the heart of cutting-edge healthcare innovation and excellence - Health Sciences North (HSN). Based in Sudbury, and serving the vast expanse of Northeastern Ontario, spanning nearly 300,000 square kilometers, we stand as a beacon of exceptional care for nearly 600,000 residents.

At HSN, we don't just provide healthcare; we redefine it. As a regional, academic teaching, and research driving force, we lead the charge in a multitude of specialties including Cancer Care, Cardiac Care, Emergency Care, Pediatrics, Mental Health, and Surgical Care, among others. We are the epicenter of specialized care in the Northeast, pioneering breakthroughs and setting the gold standard for patient outcomes.

But we don't stop there. HSN is a hub of discovery and learning, home to the prestigious Health Sciences North Research Institute and the ground-breaking Labelle Innovation and Learning Center. Here, minds collide and ideas flourish, driving the future of healthcare forward.

Through the unwavering dedication of our Foundations - Health Sciences North Foundation, NEO Kids Foundation, and Northern Cancer Foundation - we channel the generosity of our community into tangible improvements in patient care. From specialized pediatric care to cancer treatment, from healthcare research to ground-breaking innovations in delivery, every dollar raised makes a difference, touching the lives of our patients in profound and meaningful ways.

Join us in our mission to transform healthcare, one patient at a time. Together, we're not just shaping the future - we're defining it.

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THE OPPORTUNITY

Do you want to create a genuine impact and make a difference? If you are a seasoned and enthusiastic relationship manger and fundraiser dedicated to making a tangible difference, it is an exciting time to join the Foundations at Health Sciences North. This role will be integral, contributing to HSN's upcoming landmark fundraising campaign, which will transform how and where we care for people living in Northeastern Ontario. This Campaign will stand as the most significant fundraising endeavor in our region's history. It embodies an ambitious vision for the future of healthcare in Northeastern Ontario.

In addition to managing a portfolio of new and existing donors, the Senior Philanthropy Officer will provide overall leadership and project management for key hospital priorities within the Campaign. The Senior Philanthropy officer will serve as a priority lead and collaborate with other Foundation and Hospital colleagues to develop opportunities, and strategies to engage donors throughout Northeastern Ontario and beyond.

We encourage candidates with a strong passion for healthcare philanthropy and eagerness to learn, even if they do not meet all the above qualifications and experience. Our supportive management team and Foundation are committed to creating an inclusive, collaborative, and purpose-driven environment where everyone can thrive and make a difference.

"In my previous roles in the charitable sector, I handled all aspects of donor relations single-handedly. Since joining the Foundations, I now have a team to help develop and execute the layered work involved in front-line fundraising."

- Cecilia Aparicio, Stewardship & Philanthropy Officer with 13 years of fundraising experience.

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"My passion for my work comes from being able to share the stories of HSN. There is a collective eagerness from our teams to bring stories of resilient patients, compassionate staff and driven donors life in our community, and my job let's me be close to the amazing, life-changing work that happens here every day."

- Jessica Lopatka, Senior Manager, Brand Marketing & Communications with four years of fundraising experience.

ACCOUNTABILITIES

Reporting to the Senior Director of Major Gifts and working closely with the President and Chief Development Officer, and other key stakeholders, the Senior Philanthropy Officer will:

- Manage a portfolio of 100+ Major Gift donors and prospects, including grantors and foundations;
- Play a leadership role in planning, implementing, coordinating, and managing revenue strategies in support of the Foundations;
- Develop customized proposals, grant applications, and creative briefs for prospective partners;
- Ability to network by building, cultivating, and maintaining relationships with corporations, foundations, and donors to inspire support.
- Actively network at stakeholder and community events;
- Collaborate with the content and creative services team on the production of marketing and communication materials for their fundraising partner by developing compelling proposals;
- Play a key role in working with volunteers and colleagues to identify donor prospects to develop cultivation and solicitation strategies;
- Work closely with the appropriate Foundation teams with regard to gift administration, research, proposal development, recognition and stewardship;
- Participate in team and cross-functional projects as assigned;
- Assists in the coordination of meetings and for current and prospective donors and fundraising cabinets;
- Maintain Raisers Edge NXT database records, tracking contacts, communications, and moves management information.

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ESSENTIAL QUALIFICATIONS

- A bachelor's degree or higher, with a focus on business, fundraising, marketing, sales or applicable experience;
- Minimum five years of fundraising experience, engaging with donors and managing fundraising programs with a focus on major gifts; applicable relationship management experience may be considered;
- Proven experience in strategy development and project management;
- Knowledge of the not-for-profit sector, with a preference for experience in the healthcare environment;
- Ability to lead and execute creative development and production processes;
- Strong collaboration and cross-functional influencing skills;
- Experience with project management and performance measurement skills;
- Demonstrated ability to build relationships with donors, volunteers, and other key stakeholders;
- The ability to work in a fast-paced environment, prioritize and multi-task;
- Able to manage with a high level of ambiguity and independence;
- Experience with relational databases, an asset, Raiser's Edge (NXT).
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OTHER QUALIFICATIONS

- Passionate relationship builder with exceptional written and oral communication skills;
- Tact, diplomacy, and maturity in dealing with donors, volunteers, hospital staff, and the general public;
- Ability to think strategically, plan and prioritize, and work proactively to meet deadlines;
- Team player and go-getter; always maintains a positive attitude.

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OPERATIONAL REQUIREMENTS

- Driver's license and access to a vehicle is required for the role (or the willingness and ability to travel efficiently via public transportation for offsite donor commitments);
- Willingness and ability to work outside of regular business hours are required.

The successful candidate will be required to obtain a current Police Criminal Record Check.

WHAT WE OFFER

The Foundations at Health Sciences North support workplace wellness and offer the following:

- Membership in the HOOPP Pension Plan – A world leading pension plan.
- Extended health and dental benefits with Health Care Spending Account.
- Life Insurance and AD&D.
- Short-term disability (STD) & long-term disability (LTD).
- Two (2) paid float days.
- Minimum three (3) weeks of annual leave.
- Staff appreciation days.
- Discounted rate for a GoodLife membership.
- The support of our team, including fundraising, marketing, and finance.
- Mentorship and peer-to-peer support from a team of in-house fundraisers.
- A collaborative team dynamic.
- A robust portfolio of engaged donors.
- Autonomy in managing your donor portfolio.
- External and internal professional development opportunities.
- Hybrid workplace.
- Flexibility in working hours and location of work.
- Competitive salary.
- An inclusive workplace culture.

ANNUAL SALARY: The salary range for this position is $80,000 to 90,000.

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LOCATION: We remain a predominantly hybrid workplace. Work is conducted onsite at the HSN Main Site (41 Ramsey Lake Rd) or Sudbury Outpatient Centre (865 Regent St.) campuses.

DEADLINE TO APPLY: April 12th, 2024

HOW TO APPLY

Please forward your resume and cover letter outlining your experience, salary expectations and why you think you would be a suitable candidate for this position to jashcroft@hsnsudbury.ca.

https://careers.hsnsudbury.ca/job/Sudbury-Philanthropy-Officer-ON-P3E5J1/728465747/

The Foundations of Health Sciences North value diversity and embrace an organizational culture that is inclusive and free of bias and discrimination. The Foundation is committed to the board and staff and is comprised of talented and dedicated individuals with a diverse mix of expertise, experience, skills, and backgrounds.

We want to thank all applicants in advance and advise that only candidates selected for an interview will be contacted.