



Major Gifts Officer (Individuals)

Hours: Full-time (37.5 hours/week)

Duration: Permanent Location: Toronto – Hybrid

Salary: \$ 77,139.94 per annum

Travel: Some travel required

Deadline: Applications are accepted until 5pm (eastern time) June 7, 2024

Union: Unifor Local 567

Amnesty International Canadian Section (English Speaking) also known as AICS(ES) is looking for a passionate Major Gifts Officer (MGO) to work with individual philanthropists. The MGO (Individuals) is a member of the Fundraising team. The primary focus of this position is raising funds for the Section through major gifts (\$5,000+) from individual donors.

Reporting to the Manager of Major Gifts, the MGO (Individuals) works both independently and closely with other team members, consultants, senior volunteers and fundraising staff to identify, cultivate, and solicit support from major donors to the organization.

The successful candidate must bring a lens of anti-racism, anti-oppression, gender mainstreaming, intersectionality, inclusivity, and accessibility to external and internal work, to all interpersonal interactions, and in line with any organization policies and protocols.

WHAT YOU'LL DO

Cultivation and Solicitation of Major Donations

- Develops and actively executes strategies for cultivation, solicitation and relationship management with individual major donors and prospects.
- Secures philanthropic donations of \$5,000 or more towards Amnesty International's human rights work.
- Coordinates and conducts all personal approaches with high-value donors and prospects including phone calls, donor meetings (in-person and virtual), solicitation proposals, mail, and all other contact.
- Maintains accurate records of existing and potential major donors in CRM (presently iMIS).
- Coordinates relationship management of other senior staff and volunteers with major donors including making appointments, preparing information, handling and booking travel logistics as required.
- Adheres to industry standards of practice and actively seeks to meet or exceed fundraising goals and metrics.

- Coaches staff and volunteers in soliciting major gifts, as required.

Prospect Development and Networking

- Works to identify and cultivate new prospective donors towards transformational philanthropic giving to Amnesty International.
- Initiates exploratory connections and skillfully networks within HNWI communities to attract new individuals to support human rights through philanthropy.

Stewardship of Major Donors

- Coordinates stewardship of each major donation in portfolio, including the timely delivery of charitable tax receipts, invitations and personalized thank you letters according to organization standards.
- Coordinates opportunities for increased donor engagement.
- Assists with organization of donor engagement events.

Other duties assigned by supervisor

- Reports regularly to the Major Gifts Team (and/or Manager) about progress towards activity and revenue goals.
- Provides back-up support or coverage for other members of the Major Gifts Team as needed.

WHAT WE'RE LOOKING FOR IN A CANDIDATE

Amnesty International Canada is seeking an individual who can contribute to the diversity of Amnesty's workforce and its inclusive, anti-racist and anti-oppressive practices. The successful candidate will have a deep and abiding commitment to tackling systemic issues affecting historically marginalized employees and communities with a specific lens of anti-racism, feminism, intersectionality, and accessibility to external and internal work. This includes an ability to support in building an environment that reflects Amnesty International Canada's promotion of a culture of respect, equity, and fairness.

MINIMUM QUALIFICATIONS:

Experience:

- Bachelor's degree
- 2-4 years of fundraising experience, preferably in major gifts and/or personal solicitation of gifts

Knowledge/Skills:

- Exceptional interpersonal and relationship-building skills, with a strong understanding of high-value philanthropy
- Excellent verbal and written communications skills
- Strong listening skills and ability to elicit donor giving motivations and interests.
- Customer service orientation with the ability to interact with individuals from a variety of social backgrounds and ages with sensitivity, tact and patience.
- Demonstrated proficiency with CRMs or other database software, e.g. iMIS, and data management, with good attention to detail and experience.
- Proficiency with various software applications including Microsoft Outlook, Microsoft Word, and Excel.
- Proficiency with current online social media tools for communicating, including email broadcasting.
- Proven ability to work well independently as well as in a team.
- Demonstrated ability to work in a fast-paced environment, juggling several projects simultaneously.
- Possession of a valid driver's license, and ability to drive to donor meetings/events as required.

Competencies/Personal Attributes:

- Positive, client service oriented; focused on problem solving and end user satisfaction.
- A motivated self-starter with excellent time management skills and an ability to work from broad guidelines with minimal supervision.
- Proven commitment to self-development in the principles of anti-racism, anti-oppression, diversity, equity, and inclusion
- Proven ability to apply an intersectional lens to your work to achieve anti-oppression in practice.
- Passion for Amnesty International's mission in the protection and promotion of human rights for all people
- Demonstrated knowledge, training and experience in the application of intersectionality, anti-racism, anti-oppression, anti-Black racism, discrimination, and decolonizing practices.
- Excellent written and verbal communication skills, demonstrated ability to advise, advocate, synthesize complex issues clearly and concisely.
- A demonstrated ability to work successfully with diverse groups and expertise in applying anti-racism, anti-oppression, diversity, equity, and inclusion principles using an intersectional lens.

DESIRED QUALIFICATIONS:

- Fundraising certification is desirable.

WHY WORK FOR AMNESTY INTERNATIONAL CANADA?

ABOUT US

Amnesty International is a movement of 10 million ordinary people in more than 150 countries who come together to achieve extraordinary results in defending and promoting human rights. We get discriminatory laws changed and prisoners of conscience released. We've helped stop torture, commute death sentences and worked to end violence against women. We are in solidarity with Indigenous peoples demanding that their rights be respected.

OUR COMMITMENT TO ANTI-RACISM, ANTI-OPPRESSION, DIVERSITY, EQUITY & INCLUSION (ARAO-DEI)

Amnesty International Canada is committed to employment equity, actively seeks diversity in the workplace, and welcomes and encourages applications from members of equity seeking groups including women, transgender, non-binary, and LGBTI individuals; First Nations, Metis, and Inuit individuals, persons with disabilities, and members of racialized and marginalized groups. We believe our work is stronger when it benefits from the experience, knowledge and wisdom of people who have faced systemic barriers, and encourage applications from qualified candidates who have lived experience as a member of historically underrepresented communities.

AIC values qualified diverse candidates who bring skills that contribute to our anti-racist and anti-oppression transformational journey. At AIC, employees are expected to contribute to an inclusive environment and bring the knowledge, experience, and ability to incorporate anti-racism, anti-oppression, intersectionality, gender mainstreaming, inclusion, and accessibility practices to external and internal work and to all interpersonal interactions. Click to learn more about our [Equity Journey](#).

WHAT WE OFFER

At Amnesty International Canada, we are passionate about what we do, and we are proud of our achievements as a movement. To compensate our employees for the critical work they undertake, we reward them with an attractive, sector competitive salary and benefits package plus the opportunity to develop professionally.

If you are talented, passionate about human rights and want to use your skills, knowledge, and experience to change the world, we encourage you to join us.

APPLICATION PROCESS

Together with your resume, please forward a **1-page cover letter (250 words maximum)** that includes your responses to the following questions:

1. How do you relate to Amnesty International Canada's mission?
2. How would your skills and experiences (personal and professional) translate into success in a fundraising portfolio?
3. What does a commitment to ARAO and DEI mean or look like to you?

Applications must be submitted electronically through out [Work With Us](#) careers page.

We thank everyone for their expression of interest-and truly appreciative of the time individuals put into applying-but with the limitation of time only those selected for an interview will be contacted. Amnesty International Canada is committed to providing an inclusive and barrier free experience to applicants with accessibility needs. Requests for accommodation can be made at any stage during the recruitment process