SEARCHLIGHT PARTNERS

Soulpepper

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YOUNG CENTRE
FOR THE
PERFORMING ARTS

50 TANK HOUSE LANE
DISTILLERY DISTRICT
TORONTO ON M5A 3C4

POSITION:	Director of Fundraising Strategy & Operations
LOCATION:	Toronto, Ontario
REPORTS TO:	Executive Director
WEBSITE:	https://www.soulpepper.ca/

THE ORGANIZATION

At Soulpepper, we believe that art has the power to bring people together and create a more inclusive and resilient society. Our mission, more urgent than ever, is to harness the transformative power of the arts to inspire and unite diverse communities.

Our commitment to Radical Inclusion drives us to break down barriers and create a culture of respect, empathy and openness. Our commitment to artists drives us to foster their creativity and help them thrive. Our commitment to our community drives us to throw open our doors and bring people together.

Join a team that thrives in a fast-paced and innovative environment, where every member's passion for the arts and community engagement is valued and nurtured. At Soulpepper, you will be part of an energetic team committed to creating a supportive and healthy workplace. We recognize the unique challenges of working in the non-profit arts sector and are dedicated to collaboratively shaping a better sector for all involved.

THE POSITION

Soulpepper Theatre is seeking a strategic and hands-on leader to fill the role of Director of Fundraising Strategy & Operations. This pivotal position offers the chance to shape the future of philanthropy at Soulpepper and the Young Centre, ensuring the continuation and growth of our vibrant artistic community.

As a key member of the Senior Management Team, you will report directly to the Executive Director. Your mission will be to spearhead our fundraising strategies, increasing support from philanthropic sources, corporate partnerships, and government programs. Your focus will be on the fundamentals of the organization's fundraising programs, ensuring that philanthropic partners feel well-served and that Soulpepper maintains its reputation as a fundraising force in the theatre sector.

RESPONSIBILITIES

Operational Management

- Oversee the day-to-day operations of Soulpepper's fundraising efforts, including individual giving, government grants, and corporate sponsorships.
- Ensure these activities are conducted efficiently and align with our strategic goals.

Program Execution

- Lead and supervise our giving programs and fundraising events, from planning to execution, ensuring they meet our high standards and donor expectations.
- Monitor and report on the progress of these initiatives to senior management and the Board.

Research & Strategic Planning

- Conduct thorough research on potential donors and analyze fundraising trends to develop effective strategies.
- Provide insights that will help Soulpepper target efforts and allocate resources wisely.

Budget & Compliance Insight

- In collaboration with Soulpepper's finance team, set and manage budgets, ensuring our fundraising expenses deliver optimal results.
- Ensure all fundraising activities comply with relevant laws and ethical standards.

Donor Engagement & Relations

- Develop and maintain strong relationships with donors, advocating for their interests and ensuring they are engaged and acknowledged properly.
- Make crucial connections in building long-term support for our mission.

CANDIDATE QUALIFICATIONS

- Solid background experience of five years or more in fundraising or development within the non-profit sector, preferably in the arts.
- A deep passion for theatre.
- Demonstrated success in leading teams and projects from conception through completion is essential.
- Proven ability to lead by example, directly engaging in and overseeing all aspects of fundraising operations.
- Strong project management skills, with a track record of successfully managing multiple projects simultaneously, working across departments.
- Proven grant writing skills and fundraising expertise in attracting foundation, government, corporate and individual donors.

- Exceptional attention to detail, crucial for overseeing complex fundraising activities and ensuring all compliance and reporting requirements are met accurately and on time.
- Excellent written and verbal communication skills are crucial for engaging with donors, stakeholders, and team members.
- Takes initiative, is visionary, diplomatic and innovative with a high energy level.
- Strong capability in data analysis and financial forecasting to support decision-making and strategy development.
- Familiarity with donor management systems and database software to streamline operations and maintain donor relations.

COMPENSATION

A competitive compensation package including base salary (range between $125,000 to $140,000) and benefits will be provided, commensurate with experience.

Soulpepper offers flexible work conditions, including some remote work options and necessary accommodations for irregular hours due to performance schedules.

HOW TO APPLY

Please apply by email with your cover letter and resume no later than Friday, July 12th, 2024. Send to Soulpepper@searchlightpartnersgroup.com

Soulpepper is committed to diversity, equity and inclusion in our working culture and in our community. We welcome and encourage applications from qualified candidates of all cultures, ethnicities, gender identities, sexual orientations, and abilities.

At Soulpepper, we recognize the immense value of lived experiences and the unique perspectives they bring to our team. We understand that no candidate will possess every skill listed, and we encourage those who believe in our mission and see themselves contributing positively to not self-select out of the process.

We thank all applicants for their interest; however, only those advancing in the process will be contacted.