

# Manager, New Business Development

**Date:** June 2024

**Department:** Development

**Reports to:** Director of Development

**Status:** Full-Time

**Salary:** \$63,000-\$68,000 Per Annum Plus Benefits

**Location:** Etobicoke, ON

**Time Required on-site:** 40% (approximate)

## Who We Are

Second Harvest is Canada's largest food rescue organization and is a global thought leader on perishable food redistribution. We work with thousands of food businesses from across the supply chain to redirect unsold surplus food to non-profit organizations that feed communities in every province and territory. Our mission is to keep food where it belongs: On plates and out of landfills.

## The Role

The *Manager, New Business Development* is responsible for actively building and maintaining a pipeline of new business relationships, re-engaging lapsed connections, and networking in sector-specific events (related to corporate and foundation supporters). This position supports our corporate, cause, and events portfolios, transitioning relationships (once established) to other account representatives on these teams.

This is an exceptional opportunity for an enterprising, self-directed, business-to-business sales professional with a proven record in prospect research, networking, and business engagement. As effective networking and attendance at trade shows and functions are key activities for this role, access to reliable transportation and the ability to travel nationally as needed would be considered assets.

## Your Impact

- Participate in planning activities in collaboration with the Director of Development to review, build, and manage a pipeline of prospects.
- Develop and refine strategies and Standard Operating Procedures (SOPs) to efficiently re-engage lapsed corporate donors and prospects, ensuring sustained and renewed financial support.
- Lead training sessions for Development team members on updates to New Business Development SOPs, ensuring all team members are equipped with the latest knowledge and best practices.
- Support the achievement of revenue targets through the engagement of new or renewed partnerships.
- Work collaboratively with internal and external stakeholders to execute partnership deliverables, ensuring all contractual obligations are fulfilled accurately and within agreed timelines.
- Ensure activities are within pre-approved budgets, demonstrating financial accountability and stewardship in all areas of responsibility.
- Lead and manage projects in collaboration with cross-functional teams, ensuring initiatives are completed efficiently and effectively.

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- Analyze the outcomes of fundraising programs, leveraging data insights to recommend campaign improvements and identify new opportunities for growth
- Identify and lead prospect generation activities, including speaking engagements and networking opportunities, to bolster business development efforts.
- Maintain comprehensive and accurate donor records and associated activities in donor database.
- Attend and actively participate in all of Second Harvest's signature events, representing the organization and fostering relationships with key stakeholders.
- Perform other related duties as required or assigned to support the overall goals of the organization.

### Who You Are

- **Passionate:** Inspired by the work of Second Harvest and eager to build on our vision of “No Waste. No Hunger.”
- **Partnership Manager:** Proven success in managing all aspects of corporate partnerships in either the for-profit or non-profit sectors.
- **Communicator:** Comfortable speaking and presenting to large groups of people, including senior executives. Excellent verbal and written communication skills.
- **Responsive:** Thrives in agile and fast-paced environments, troubleshooting creatively and helping others solve problems.
- **Entrepreneurial:** Demonstrates innovation and proactive thinking, identifying and acting on new business opportunities to drive growth and enhance customer service.
- **Analytical:** Effectively leverages data to inform decision-making and drive strategic initiatives.
- Knowledgeable of fundraising best practices (through education, experience, or a combination of the two).
- A motivated and proactive individual, capable of taking ownership of functional area and working independently.
- Proficiency in Customer Relationship Management (CRM) systems required, with experience in Raiser’s Edge considered beneficial but not essential. Willingness to learn and adapt to new technologies is valued.
- Able to work flexible hours, including some evenings and weekends for special events or during peak periods. Please note that we are dedicated to supporting our employees in achieving a balanced work-life schedule.
- A valid G class license with access to a vehicle is preferred. Accommodations for transportation requirements will be considered, ensuring equal opportunities for all candidates.

For more information about Second Harvest, please visit our [Careers](#) page.

### To Apply

Please submit your cover letter and resume using the online portal [here](#). Consideration of applications will begin immediately and continue until the position is filled. Only electronic applications will be accepted.

We strongly encourage applications from all candidates, especially those from equity-deserving groups, including but not limited to racialized persons/persons of colour, Indigenous peoples, women, persons with disabilities, and members of the LGBTQ2S+ community.

Second Harvest is committed to an inclusive and accessible recruitment and selection process. Please let us know if you require any accommodations.