Senior Director, Fund Development

LOCATION: Toronto, ON
POSITION TYPE: Regular Full time (37.5 hours/week)
POSTING CLOSING DATE: July 18, 2024

Lumenus Community Services is committed to diversity, equity and inclusion. We value a recruitment and selection process that is inclusive and barrier-free and we encourage applications from all individuals including, but not limited to, all cultures, religions, racialized communities, abilities, sexual orientations, and gender identities and expressions.

Interested in working with an amazing team that really cares? Then you should join Lumenus! At Lumenus we illuminate a seamless pathway to optimal wellbeing for our clients. As one of the largest mental health agencies in Ontario, we offer a broad range of high-quality mental health, developmental and community services for infants, children, youth, individuals, and families across Toronto. We are a passionate, dynamic and growing agency. We offer a competitive salary, employer paid benefits, ongoing training, and career development opportunities!

Lumenus Community Services is seeking a **Senior Director, Fund Development** who will be a key member of the senior leadership team, responsible for overseeing fund development and related compliance activities. This role requires a strategic thinker with exceptional leadership skills to manage relationships across the organization, relationships with external stakeholders, and the assigned functions effectively. The Director will report to the CFO and work closely with the C-suite, Board of Directors, and other senior executives to shape, implement, and manage the assigned functions.

The Senior Director, Fund Development, will determine the in-year tactical plan and both the short-term and long-term strategy for Lumenus Foundation. Conducts an assessment of what is currently in place, and develop the business plan to address the identified gaps securing the necessary resources to meet the strategic initiatives, including the target set by the Board of Directors for the fiscal year.

In addition to the above, the Senior Director will be responsible for all the organization's fundraising initiatives, including but not limited to major giving, annual giving, grant applications, donor recognition and stewardship, as well as working closely with the Communications and Marketing departments to share the Lumenus story and help elevate the Lumenus brand.

Key Competencies:

- As a Leader Able to Inspire and Motivate Others to Achieve Common Goals.
- Strategic Thinker Able to Analyze Complex Situations and Anticipate Future Trends.
- Decisive with Sound Judgement and Able to Take Calculated Risks.
- Person with Integrity Able to Build Trust, Credibility, and Reputation as Such.
- Strong Communicator with Exceptional Interpersonal Skills.
- Emotionally Intelligent, Aware of Own Emotions and Those of Others.
- Fund development SME.

KEY RESPONSIBILITIES AND ACCOUTABILITIES:

The following is not an exhaustive list of roles and responsibilities but lists some of the key roles and responsibilities only. They include:

- Develop and implement a successful fund development program, including strategies and tactics for Lumenus Foundation and Lumenus Community Services.
- Foster positive working relationships with Lumenus Board and committees, leadership, and staff including collaborating with other departments when needed, such as Clinical, Communications and Marketing.
- Provide guidance on the organizations' methods for fundraising through utilization of data and innovative thinking while building a balanced portfolio of prospects, donors, programs etc.
- Create donor communities by mapping out the donor journey. Focus will remain on growing donor communities by making the journey seamless and the cause worthwhile.
- Collaborate in Children's Mental Health space to maximize the impact of philanthropy, create opportunities for system-wide communication, and to create new streams.
- Develop platform-based campaigns that bring visibility to Lumenus and make giving easier through secure and easy to use platforms, driven by targeted causes and partnerships.
- Develop materials that appeal to a diverse group of demographics and speak to the very significant work Lumenus does in its communities through client stories and organizational expertise.
- Leverage market research to target key donors. Once identified, use targeted communication, media, and advertising to expand reach.
- Leverage marketing campaigns to launch fundraising campaigns twice a year with a focus on building strong partnerships in the community while engaging existing and new donors.
- Commit to developing a team of experts in the fund-raising space with a focus on people, and the Funds commitment to their success, as a means to its own success.
- Continue to develop an external volunteer community and leaders as a means to enabling them to make a meaningful contribution to Lumenus' fund-raising efforts.
- Build a unified Lumenus team that believes in the Lumenus mission, is inclusive, and reflects the communities Lumenus operates in, including diversity.
- Develop strategies to solicit and secure major gifts. Focus on diversification of revenue streams by identifying opportunities, developing cases, building plans, and timely execution.
- Establish performance metrics, support the team to results, and regularly report progress to the leadership team and fund development committee.
- Monitor all donor information; provide and present statistical analysis to Board and senior leaders.
- Successfully manage the fundraising budget, allocating resources appropriately.
- The final activity of raising the annual target funding will be a consequence of the successful implementation of the preceding activities.
- Distribute a newsletter that spotlights important work that performed at Lumenus and draws attention to the positive outcomes of our work.
- Hire a full-time Major Gifts Officer to drive and expand the corporate donor base, re-engage lapsed corporate donors, and implement planned giving tactics.
- Review the current structure and task allocation among team members and adjust as required to optimize activities.

QUALIFICATIONS AND EXPERIENCE:

Education:

- Bachelor's degree in business, or a related field. MBA preferred.

Experience:

- Minimum of 10 years of progressively responsible leadership experience, preferably in a senior management role.

Knowledge, Skills, and Abilities:

- Exceptional emotional intelligence and soft skills with a track record of building strong relationships and working effectively with others, including Board members.
- Strategic thinker with strong analytical and problem-solving abilities.
- High level of integrity and dependability with a strong sense of urgency and results-orientation.
- Strong experience navigating challenges and shifting priorities, while creating and implementing operational delivery models, and achieving targets.
- Ability to influence, inspire, and persuade individuals at all levels within and outside the organization.
- A collaborator and team player with experience developing, leading, and supporting a high functioning team.

ADDITIONAL REQUIREMENTS:

- Satisfactory clearance under the Police Reference Check Program.
- Must be legally eligible to work in Canada

TO APPLY: Interested applicants are invited to visit our website at https://lumenus.hiringplatform.ca/list/careers and submit their cover letter and resume on or before July 18, 2024

We ask applicants to make any accommodation requests for the interview or selection process known in advance by contacting the Human Resources Department. Human Resources will work together with the hiring committee to arrange reasonable and appropriate accommodation for the selection process which will enable you to be assessed in a fair and equitable manner.

Lumenus believes that immunization against COVID-19 is an individual and societal responsibility and that we must do everything possible to protect our clients, families, employees, students, volunteers and contractors against the spread of COVID-19. **As a condition of employment, proof of full vaccination or exemption under the Ontario Human Rights Code must be submitted to Human Resources seven (7) calendar days prior to start date.**