Director of Development

Status: Full- time Permanent
Location: St. Catharines, Ontario
Open Date: October 18, 2024
Closing Date: Open Until Filled

The Director of Development at Niagara Children's Centre assumes the lead role in the organization's fundraising efforts. Reporting to the Chief Operating Officer, the Director of Development will be responsible for implementing effective fundraising strategies to further the mission and secure financial support for the Centre's programs and services. This role makes a significant impact by cultivating relationships with donors, foundations, community groups and corporations; managing fundraising initiatives; provides strategic insight, administrative oversight, team leadership; works with key volunteers and Board members to achieve fund-raising goals, and contributes to the long-term sustainability of the organization.

As an employee of the Centre, you will be part of a community dedicated to creating a welcoming and supportive environment for the children and youth we serve. We are a place where families are at the heart of all we do. As an experienced fundraising professional, the Director of Development will identify, build and manage strong and productive relationships to maximize revenue generation to support the programs of the Centre. Join a team that makes a real difference in the lives of children and youth every day.

Key responsibilities include:

Strategic:

- Development of a Fundraising Strategic Plan including annual fundraising targets, and operating plan
- Build upon existing fundraising programs to a fully integrated fund development program including major gifts, annual giving, planned giving and special events
- Develop and implement donor communication strategies
- Develop policies and processes to support ethical fundraising, outstanding donor relations and effective operating processes
- Make sure that all fundraising activities are consistent with the Niagara Children's Centre mission, vision and values; and supports the Centre's Strategic Plan and operational requirements

Relationship Building:

- Cultivate and steward relationships with individuals, corporate and foundation donors and partners,
- Recognize donors using a variety of tools;
- Promote and maintain local media contacts to recognize donors, sponsors, service clubs and other charitable organizations within the community;
- Identify and establish community partnerships which will result in support through sponsorships, promotion, in-kind support and/or donations;
- Be involved with community networks as appropriate to the role;
- Establish and maintain relationships with fundraising staff in other Ontario Children's Treatment Centres and local fundraising organizations.
- Ensure effective donor and volunteer relationships including appropriate recognition, acknowledgement and reporting to cultivate relationships with our supporters and ensure the sustainability of events.

Pipeline Development, Prospect Identifications & Solicitation:

- Conduct prospect research to identify new funding opportunities, corporate sponsorships, and strategic partnerships.

- Maintain a strong pipeline of potential donors and funding sources.
- Lead efforts to secure major gifts by researching prospects, developing compelling proposals, and conducting effective solicitations, as assigned.

Donor Cultivation & Stewardship:

- Identify, grow and manage a portfolio of 100+ major gift prospects ($5,000+).
- Support a portfolio of third party event donors, service clubs and third party event holders.

Special Events and Community Engagement:

- Demonstrate timely responsiveness to internal and external partners and create strong alliances with key stakeholders.
- Work with the CEO to build profile within the community.

Key Relationships:

- The Director of Development is concerned with the effectiveness of all relationships and will collaborate with internal and external teams to execute strategies. The following are particularly significant to the position:

External	Internal
• Funders and donors	CEO, and other senior leadership and management
• Community outreach	Senior Development Officer, Development Operations Coordinator
• Service Club members	Marketing & Communications Officer
• Centre Ambassadors	Employee Volunteers

Qualifications and Skills:

- Bachelor's degree in a related field (e.g., Business, Non-profit Management, and/or Fundraising) or equivalent experience.
- CFRE certification and membership in the Association of Fundraising Professional (AFP) considered an asset.
- Strong knowledge of fundraising principles, techniques, and best practices in the non-profit sector.
- Demonstrated leadership and team building
- Excellent written and verbal communication skills, with the ability to articulate the organization's mission and funding needs to diverse audiences.
- Demonstrated experience in developing and implementing fundraising strategies, including donor cultivation and stewardship plans.
- Proficiency in using fundraising databases and software for donor management and reporting.
- Highly organized, detail-oriented, and able to manage multiple priorities and deadlines.
- Ethical and professional conduct, with a commitment to maintaining donor trust and confidentiality.

Why Join Us?

- We provide a total rewards package that supports your well-being, and supports and encourages continuous professional development and growth.
- Provide a competitive hiring range of $110,000 to $132,000 commensurate with experience.
- Participation in a Defined Benefit Pension Plan (HOOPP) from day one of employment with us, we offer healthcare and dental benefits, and access to the Employee and Family Assistance program.

To pursue this career opportunity, please visit our website at www.niagarachildrenscentre.com

We will be reviewing candidate submissions as they are received and move forward with interviews. Early submission is encouraged.

The Niagara Children's Centre is committed to fair and accessible employment practices. Upon request, suitable accommodation is available under the *Accessibility for Ontarians with Disability Act* (AODA) to applicants invited to an interview.

We thank all those who apply but only those selected for further consideration will be contacted. The selected candidate will be required to participate in a Criminal Background Check.