CIFAR

SENIOR DIRECTOR, DEVELOPMENT

Position Brief

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FOR MORE INFORMATION

KCI Search + Talent has been retained to conduct this search on behalf of the Canadian Institute for Advanced Research (CIFAR). For more information about this opportunity, please contact Jill Anderson, Associate Vice-President, Search + Talent, by email at CIFAR-SD@kcitalent.com.

Interested candidates should send their resume and a letter of interest to the email address listed above by **April 8, 2025.** All inquiries and applications will be held in strict confidence.

The target hiring range for this position is **$160,000 - $175,000** and CIFAR offers a comprehensive benefits package that includes a pension plan.

CIFAR is committed to equity, diversity and inclusion. Ensuring that every person feels valued and welcome, regardless of age, education, sexual orientation, gender expression and identity, parental status/responsibility, immigration status, Indigenous status, religion, disability, language, race, place of origin, ethnicity, culture, socio-economic status, and other attributes is vital to achieving our mission.

CIFAR is committed to providing accommodations throughout the recruitment and selection process to applicants with disabilities. Please let the Search Consultant know the nature of any accommodation that you may require.

Senior Director, Development

THE OPPORTUNITY

CIFAR is seeking an experienced major gift fundraiser and confident relationship builder to be their new Senior Director, Development, playing a lead role in the Advancement team's work, strengthening relationships and inspiring prospective donors to support this important Canadian-based global research organization as they convene extraordinary minds to address the most important questions facing science and humanity.

Reporting to the Vice President, Advancement, the Senior Director will lead a team of two direct reports, coaching and mentoring them as they work to raise funds in support of CIFAR's ambitious strategy and impact agenda. As a skilled relationship builder with an entrepreneurial spirit, the Senior Director will work collaboratively with volunteers and colleagues across the organization, finding and articulating the right opportunity to ignite a prospective donor's passion and secure their support.

With an established track record of success identifying, cultivating, soliciting and stewarding gifts of $100,000 or more from individuals and family foundations, the Senior Director will build relationships conveying meaningful impact, providing opportunities to engage with CIFAR's mission, and delivering an excellent donor experience. Working directly with leading global philanthropists and with a focus on principal gift fundraising ($500K+), the Senior Director will personally solicit donations while simultaneously supporting organizational leaders and volunteers in this work. It's an exciting time to join as the team is poised to raise $25M+ this year and has ambitious plans for growth.

Although a background in science is not required, a desire to learn and a genuine curiosity about the work of CIFAR are important elements of success for the new Senior Director.

CIFAR is located at MaRS Centre, West Tower, 661 University Avenue in Toronto and is currently operating in a hybrid work environment with a minimum of three days per week in office. The Senior Director can expect occasional travel for meetings and occasional meetings outside standard business hours.

ABOUT THE CANADIAN INSTITUTE FOR ADVANCED RESEARCH (CIFAR)

The Canadian Institute for Advanced Research (CIFAR) is a globally influential research organization proudly based in Canada. We mobilize the world's most brilliant people across disciplines and at all career stages to advance transformative knowledge and solve humanity's biggest problems, together. We are supported by the governments of Canada, Alberta and Québec, as well as Canadian and international foundations, individuals, corporations and partner organizations.

Since our founding in 1982, CIFAR has evolved and grown from a small group of Canadian academics to a leader in the global research community.

For over 40 years, CIFAR has pursued a unique research model. Unlike traditional research agencies that fund research projects and labs, CIFAR builds and continuously challenges global networks of researchers who want to push boundaries and take risks. We convene the world's greatest minds to solve the most pressing, complex questions facing science and humanity. We bring in promising early-career researchers to ensure that the freshest, boldest thinking is at the heart of our work. We support interdisciplinary and deeply collaborative fundamental research that inspires new directions of inquiry, builds new knowledge, and yields breakthroughs across borders and disciplines. We stick with ideas over the long term if they yield positive results, always insisting on intellectual renewal and rigorously assessing outcomes. We minimize red tape and value nimbleness.

Our global community of researchers has transformed the world around us — from launching a revolution in artificial intelligence (AI) to changing how we understand the critical early years of human life. Today, CIFAR is a global powerhouse, enabling researchers to generate exciting new ideas, insights and knowledge that improve lives and help ensure a better future for generations to come. Partnerships with other research organizations, foundations, corporations, media, philanthropists and governments are critical for amplifying our impact.

The work conducted in CIFAR programs contributes to a platform of robust, reliable knowledge that can feed new technologies, processes and public policy. In an era when the very concept of 'fact' is widely disputed, when scientific knowledge is treated as just another opinion, CIFAR's work is more important than ever.

More than 1,000 researchers from over 30 countries have contributed to our research programs over the years as fellows, advisors, Canada CIFAR AI Chairs, and CIFAR Azrieli Global Scholars. Our community of researchers is regularly recognized with major research awards, including the Nobel Prize, the Turing Award, the Breakthrough Prize, and the Körber European Science Prize.

Every year, we welcome over 3,000 international policy makers, scholars, and citizens to our workshops, symposia, and public events.

Nearly 40 years later, our focus still centres on bringing together the world's best scholars and scientists to address high-risk, important, and complex questions. We have also expanded to include the development of future research leaders, knowledge mobilization, and leadership of the Pan-Canadian Artificial Intelligence Strategy.

As our organization has evolved, so has our name. Today, CIFAR (pronounced "see-far") symbolizes the global, interdisciplinary, and unbounded nature of the challenges we address.

From kickstarting the revolution in artificial intelligence that powers the modern world to catalyzing research that shows how full-day kindergarten maximizes a child's potential, CIFAR continues to have a profound impact on the world.

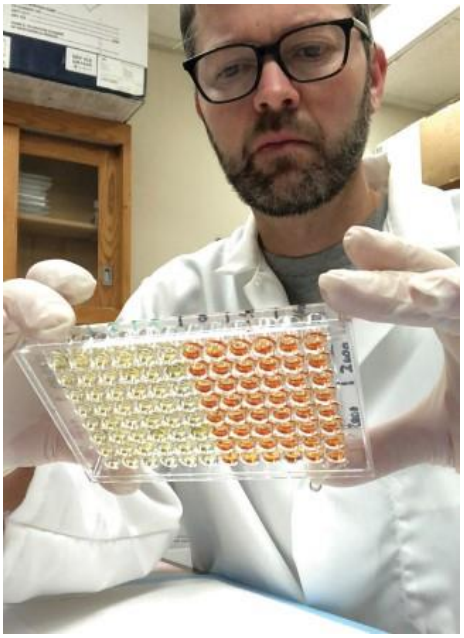
CIFAR STRATEGY: Bold Exploration to Transform Futures

Over the last year, we have consulted with our staff, researchers, partners, board members, funders and experts from across the global research community. We heard that the foundations of the CIFAR model remain inspiring and profoundly important, that the model has produced real breakthroughs, and that it can lead to exciting new ideas, insights and knowledge in the future. We also heard that, with some important adjustments and reorientations, we could have even more impact. We will:

- Double down on our pinnacle aspiration, to convene and mobilize bold, forward-looking researchers who work across geographic and disciplinary borders on some of the toughest issues facing science and humanity.
- Extend more and richer opportunities to early-career researchers from around the globe, connecting them to the leaders in their fields, both in Canada and abroad.
- Achieve greater focus in our work by identifying profoundly important issues and opportunities, and creating a portfolio of Impact Clusters to address them.
- Expand our capability to explore issues and opportunities ‘on the horizon’ that could be productively addressed through the CIFAR model.
- Reinforce our capability to identify talent wherever it is found, widening the geographic scope of our research community, with particular effort to engage more talent from the Global South and from communities that face barriers to accessing top-flight research teams.
- Develop more robust strategic partnerships with other research organizations, foundations, corporations, media, philanthropists and governments that share complementary ambitions to help deepen and scale our work.
- Focus our work where there is potential for the greatest impact, enabling our programs to identify their own impact agendas (in both knowledge creation and sharing), and then facilitating their efforts.

After a thorough review, CIFAR adopted a modified version of the strategy framework developed by Roger Martin and A.G. Lafley, which requires clear answers to a few key strategic questions. This methodology keeps the analysis focused and forces choice. It also connects high-level aspirations to concrete operational capabilities.

CIFAR and the world face profound challenges as well as significant opportunities — and that is why CIFAR must evolve. As we bring the CIFAR Strategy to life over the next few years, some things will become clearer and new uncertainties will arise. A strategy is not a 'plan.' It is a framework that must be adaptable and open to reconsideration. The Strategy provides CIFAR with an exciting frame for critical choices. We will assess progress each year, but in three years, we will undertake a more thorough strategy review to see how we are doing. We will consider what course corrections may be required. Meanwhile, our strategy consultation reaffirmed that CIFAR is a strong organization with a unique model of global research convening. We will look to our whole community and to our expanding group of strategic partners to help us explore boldly for new knowledge with even greater societal impact.

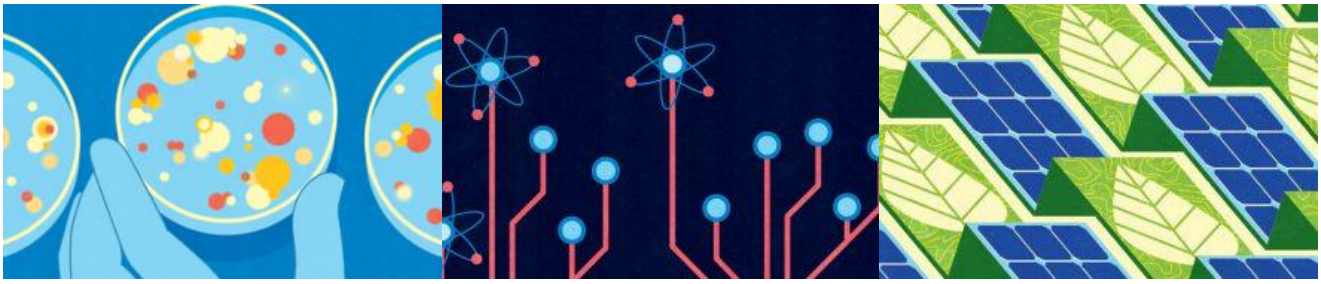


Pan-Canadian AI Strategy

The Pan-Canadian AI Strategy at CIFAR drives cutting-edge research, trains the next generation of diverse AI leaders and fosters cross-sectoral collaboration for innovation, commercialization and responsible AI adoption. The AI Strategy is delivering significant social and economic impact for Canada, with tremendous growth in our AI sector.

Driven by our world-leading talent, Canada's AI startup ecosystem has grown exponentially since 2017, with strong venture capital investment.

CIFAR works closely with Canada's three National AI Institutes — Amii in Edmonton, Mila in Montreal, and the Vector Institute in Toronto — which are the vibrant central hubs of Canada's thriving AI ecosystem. Our vision is that by 2030, Canada will have one of the most robust national AI ecosystems in the world, founded upon scientific excellence, high-quality training and deep talent pools, public-private collaboration and our strong values of advancing AI technologies to bring positive social, economic and environmental benefits for people and the planet.



ADDITIONAL INFORMATION

CIFAR Website
CIFAR Story
CIFAR Strategy
CIFAR Strategy Report
CIFAR Impact Video
Leadership
Support CIFAR
2023-2024 Impact Report
2023-2024 Financial Report
2024 REACH Magazine
Research Programs
Partnerships
CIFAR YouTube Channel

BOARD OF DIRECTORS

Irfhan Rawjl, Chair
William L. Young, Past Chair
Dr. Jacqueline Koerner, Vice-Chair
Hon. Anne McLellan, Vice-Chair
Scott B. Bonham
Dr. Paul Dhalla
Jordan Jacobs
Dr. Chonnettia Jones
Stephen D. Lister
Jason McLean
Patricia Meredith
Hon. James Moore
Marie-Lucie Morin
Lawrence Pentland
Jennifer Moore Rattray
Ann Rooney
Dr. Indira V. Samarasekera
Barbara G. Stymiest
Martine Turcotte
Damon Williams

KEY DUTIES AND RESPONSIBILITIES

- Actively manage a portfolio of donors and prospective donors, focused largely on individuals and family foundations at the principal gift level ($500K+).
- Meet strategic, financial and activity objectives in support of departmental and organizational goals.
- Conduct donor visits that build long-term relationships and identify, cultivate, solicit, and steward investments in CIFAR's impact, with equal comfort acting both independently, as well as with colleagues, researchers or volunteers.
- Grow CIFAR's base of support by identifying prospective donors through personal knowledge of the donor base, assessing connections to the organization and through work with volunteers, colleagues and researchers, providing leadership in evaluating capacity and alignment.
- Serve as a strategic thought partner for gift officers and programmatic partners developing and executing strategies for cultivation, proposal development, solicitation, and stewardship.
- Employ imaginative and innovative approaches, creating new giving opportunities that inspire increased support from existing donors and first-time support from prospective donors.
- Draft compelling and strategic communications (emails, briefing notes, proposals, stewardship reports) and engagement opportunities for donors, prospects and volunteers.
- Effectively engage and coach senior-level volunteers in activities that include identifying prospective donors, securing meetings, and closing and stewarding gifts.
- Provide leadership by actively coaching the Manager, Annual Giving and Manager, Foundations and Major Giving to success through ongoing feedback, annual performance management, and by supporting opportunities for professional development.
- Develop and implement annual and multi-year plans and strategies to achieve transformational growth.

- Demonstrate meticulous attention to detail for follow-up and stewardship of donors, including ensuring that information is accurate and up to date in the database.
- Actively engage with donors to understand their charitable and financial goals and prepare proposals for lifetime and planned gifts that best accomplish donor goals.
- Participate as a member of the Advancement team, collaborating with colleagues and playing a lead role in helping to raise the sights of what can be achieved.
- Establish and maintain first-class working relationships with CIFAR's larger team, especially Research, Communications, and Finance, by establishing trust, respect, and rapport within a professional working relationship.

QUALIFICATIONS AND COMPETENCIES

- Relevant and progressive experience in fundraising and gift planning, especially in a major gift role with a demonstrated track record of success cultivating, closing and stewarding six-figure-plus gifts.
- University degree or equivalent combination of education and experience in a related field.
- Knowledge and understanding of best practices in relationship development and major gift fundraising.
- Dynamic communicator with the ability to create compelling communications that strengthen relationships, convey impact, and secure philanthropic commitments.
- Exceptional written communication skills with the ability to tailor messages and proposals for diverse audiences.
- Excellent interpersonal skills and ability to build strong, effective relationships with donors, volunteers and colleagues that achieve goals.
- Strategic vision and leadership skills.
- Demonstrated leadership and management skills, including the ability to coach, motivate and engage others.
- Understanding of the philanthropic community, with deep knowledge of the Canadian philanthropic landscape considered an asset.
- Keen understanding of current finance and accounting principles and regulations in the not-for-profit sector.
- Demonstrated ability to work and interact with a diverse population while respecting cultural and linguistic differences and fostering an inclusive work environment.
- Organizational and time management skills, with the ability to prioritize multiple projects while delivering quality service and achieving business results.
- Direct experience working with planned giving donors, developing strategies and promoting planned giving vehicles is an asset.
- Experienced using databases as a key tool for building relationships; familiarity with Salesforce is an asset.
- Experience with a philanthropic campaign is an asset.

We encourage individuals to apply even if they do not meet every listed qualification, as long as you have a genuine interest in the opportunity and possess relevant experience or skills.

LEADERSHIP BIOGRAPHIES

Stephen Toope, President & CEO

Stephen J. Toope OC, FRSC, LLD is President and CEO of the Canadian Institute for Advanced Research (CIFAR). Previously, he served as the 346th Vice-Chancellor of the University of Cambridge, the first non-UK national to hold the post. He was Director of the Munk School of Global Affairs at the University of Toronto, President of the University of British Columbia, President of the Pierre Elliott Trudeau Foundation, and Dean of Law at McGill University. A graduate in history and literature from Harvard and in civil law and common law from McGill, Toope went on to complete a PhD in International Law at Trinity College, Cambridge.

Toope's public service includes Chairing the United Nations Working Group on Enforced and Involuntary Disappearances, serving as Fact Finder for the Commission of Inquiry into the Actions of Canadian Government Officials in relation to Maher Arar, being a UN Election Observer the first Post-apartheid elections in South Africa, and sitting on the Boards of the Social Sciences Research Council of Canada (SSHRC) and the International Development Research Centre of Canada (IDRC).

Not-for-profit sector contributions have included chairing or serving on the Boards of the Public Policy Forum, the Conference Board of Canada, The Royal Conservatory of Music, The Primate's World Relief and Development Fund of the Anglican Church of Canada, and the Canadian Human Rights Foundation (now Equitas).

Toope has written or co-authored three books on international law, and publishes in global journals on human rights, international dispute resolution, international environmental law, the use of force, and international legal theory. He has also lectured at universities around the world.

Awarded many honorary degrees, Toope was elected to the prestigious Institut de droit international, made an honorary Bencher of Middle Temple in London, and elected to honorary fellowships in numerous academic institutions in Canada and the UK. He was made a Fellow of the Royal Society of Canada in 2019 and an Officer of the Order of Canada in 2015.

Anne Shoup, Vice President, Advancement

Anne Bishop Shoup was appointed Vice President for Advancement at CIFAR in 2024. Charged with the oversight of the organization's advancement strategies, operation and initiatives, Anne serves as a key advisor to the President & CEO on matters related to vision and strategic direction. Anne provides leadership to a dedicated and collaborative team of advancement professionals who work with individuals, foundations and corporations to achieve their desired impact and philanthropic goals while propelling CIFAR to fulfill its world-class potential.

For more than two decades, Anne has helped mobilize staff, boards and volunteers to grow philanthropic programs by emphasizing a transparent and impact-oriented approach. As Associate Vice President for University Advancement at Michigan State University, Anne was responsible for a broad and evolving portfolio, from the Alumni Office and Marketing & Communications to Corporate & Foundation Relations and Advancement Services.

Previously, Anne served as the Associate Vice Chancellor for Advancement at the University of Colorado Boulder, where she facilitated the continued growth and sophistication of the campus' distributed principal gifts program, including strategy development and implementation, concept and proposal support, donor experience and stewardship, interdisciplinary and "stretch" visioning. Anne holds an AB from Princeton University, a Certificate in Fundraising Management (CFRM), and the Certified Fund Raising Executive (CFRE) credential.

Franca Gucciardi, Chief Operating Officer

Franca is an entrepreneurial leader who has built innovative programs in Canada and globally. She has founded various international initiatives that nurture the next generation of entrepreneurial leaders and has recruited and engaged hundreds of volunteers and donors across Canada and around the world. Franca is a global expert on contextual-based assessment systems and youth leadership programs. She has put together high-performing teams and executed bold strategic visions, delivering results in non-profit, public, charitable and philanthropic organizations that she has led through different phases, including turn-around, start-up and transformational growth.

Most recently, Franca served as CEO of the McCall MacBain Foundation and she is the Founding CEO of the McCall MacBain Scholarships at McGill. Prior to this, she served as CEO of the Loran Scholars Foundation for 13 years. Franca has also served as a board director or an advisory member to many non-profits and universities, including Enactus Canada, Volunteer Canada, McGill Institute for the Study of Canada, the Arrell Food Institute at University of Guelph, the Ivey Business School Leadership Council and University of Waterloo's campaign planning cabinet.

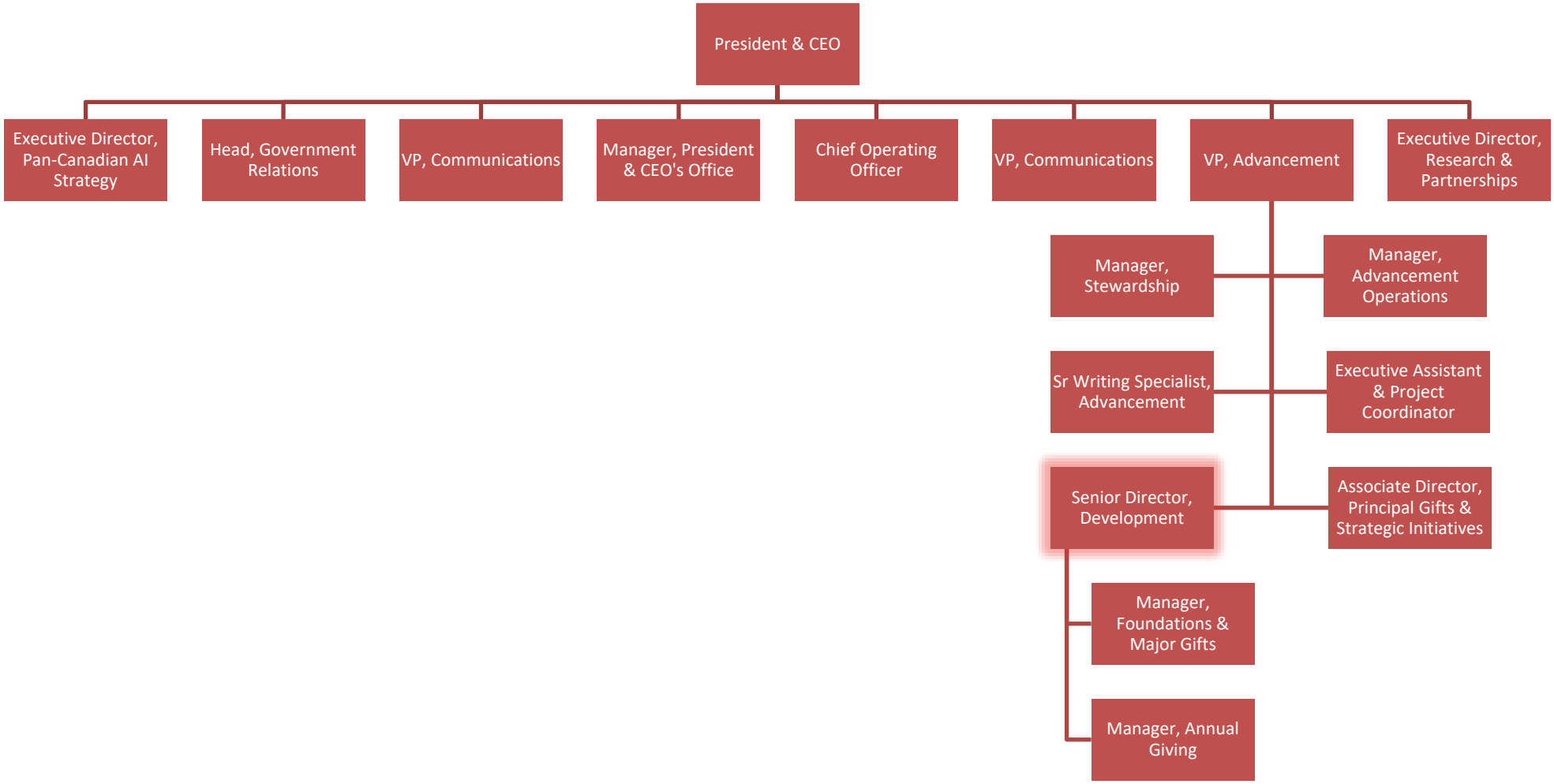
She is the published co-author of *You're It! Shared Wisdom for Successfully Leading Organizations* alongside Alan Broadbent and is often asked to speak on leadership, civic engagement, merit scholarships and fellowships, talent development and higher education.

Franca holds an M.A. in International Relations from the Norman Paterson School of International Affairs at Carleton University, and a B.A. from the University of Waterloo as a Loran Scholar. She has completed executive programs at the Harvard School of Business and INSEAD, and has the C.Dir. Designation from Directors' College. She has also been recognized as an International Women's Forum Fellow, a global recognition program for women leaders.

Mathieu Denis, Executive Director, Research & Partnerships

Mathieu Denis joins CIFAR with more than a decade of experience fostering international and interdisciplinary science initiatives. As founder and head of the International Science Council's Centre for Science Futures, Mathieu helped shape critical discussions about the organization and the future of science. Mathieu was the first Science Director of the International Science Council (ISC), a position he held until 2022. In that role, he helped deliver a portfolio of over 30 projects, involving 70 international partnerships (including with different UN bodies) and over 1,000 researchers.

As Executive Director of the International Social Science Council (ISSC) between 2015 and 2018, Mathieu helped guide a merger with the International Council for Science (ICSU) and the creation of the ISC, the world's largest international nongovernmental science organization. He has sat on the boards of 15 international research programs, including Future Earth, Global Research on Inequality Programme (GRIP), the International Network of Governmental Science Advice (INGSA) and the World Climate Research Programme (WCRP).

Mathieu holds a PhD from the Humboldt University in Berlin, Germany. He has taught industrial relations at Université de Montréal and science diplomacy at SciencesPo Paris. He also worked as a researcher at the Berlin Social Science Centre.

ORGANIZATIONAL CHART