MARCH OF DIMES CANADA

POSITION BRIEF
Senior Manager, Foundations

TABLE OF CONTENTS

The Opportunity 1

About March of Dimes Canada 2

Our New Campaign 5

Our Programs 6

Additional Information 6

Key Duties and Responsibilities 7

Qualifications and Competencies 8

Biographies 9

FOR MORE INFORMATION

KCI Search + Talent has been retained to conduct this search on behalf of March of Dimes Canada (MODC). For more information about this opportunity, please contact Meredith Roberts, Senior Search Consultant by email at MODC_Foundations@kcitalent.com.

All inquiries and applications will be held in strict confidence. Interested candidates should send resume and letter of interest to the email address listed above by **August 15, 2025.**

Please note that the salary range for this position is $85,000 - $100,000.

MODC is committed to a workforce that is reflective of the diverse populations we serve. We welcome applications from qualified individuals from all backgrounds and abilities. In accordance with accessibility and human rights legislation across Canada, MODC will provide accommodations to job applicants with disabilities and other protected needs. If you require accommodation, please notify us and we will work with you to meet your needs. We are committed to a selection process and work environment that is inclusive, equitable, accessible, and barrier-free.

MODC is dedicated to building and advancing an inclusive and welcoming culture. It's also why we're focused on attracting, retaining, and supporting diverse people. Thanks to our progressive practices, team members of all abilities and backgrounds are encouraged to access the opportunities and support they need to grow, thrive, and succeed. Our READI approach is rooted in our shared belief that championing equity and empowering ability starts by investing in our team members— and in our shared culture — so that we all feel included, safe, and confident at work every single day.

Senior Manager, Foundations

THE OPPORTUNITY

March of Dimes Canada is seeking an experienced grant writer and relationship-driven fundraiser for the role of **Senior Manager, Foundations** as we prepare to launch a landmark, multi-year comprehensive fundraising campaign.

The Senior Manager, Foundations will play a pivotal role in securing vital philanthropic support that fuels innovative programs and services, directly enhancing the lives of children, youth, and adults with disabilities across Canada.

Reporting to the Associate Vice President, Philanthropy, the Senior Manager, Foundations will work closely with program and impact teams to lead a national strategy focused on expanding and enhancing the grants and foundations portfolio. The incumbent will manage our grant application process, including the identification of new funding sources, building strong partnerships with influential community, corporate, and foundations funders to grow investments in our new $70M campaign and annual programs.

As an inclusive and supportive leader, the Senior Manager will provide mentorship and day-to-day supervision to one direct report, while actively collaborating with colleagues across the Philanthropy team to foster a cohesive and high-performing environment.

The ideal candidate is a compelling storyteller with exceptional writing skills, capable of translating complex initiatives into persuasive grant proposals while effectively managing application processes and compliance requirements.

MODC offers a flexible hybrid work model, combining remote work with a minimum of three in-office days per week. Located at Don Mills and Sheppard in Toronto, this arrangement supports thoughtful planning, stronger collaboration, and improved outcomes.

ABOUT MARCH OF DIMES CANADA

March of Dimes Canada is a leading national charity committed to championing equity, empowering ability, and creating real change that will help people with disabilities across the country unlock the richness of their lives. Together with our partners, we serve, connect, and empower people with disabilities to participate fully in life and in their communities on their own terms. Our work is grounded in the voices of the people we serve, built on a foundation of service, and backed by more than 70 years of success.

Born in one of the 20th century's greatest public health crises, we know that seemingly impossible goals can be achieved, and barriers can be broken. When we achieved our original mission of funding a successful cure for polio, we didn't stop there. We shifted our focus to meet the evolving needs of people with disabilities, becoming one of Canada's leading disability service providers and advocating for inclusion, equality and justice for disabled people everywhere.

Despite our efforts, so much more needs to be done to create a Canada where everyone can thrive. One where people with disabilities are encouraged and supported to build their skills and chase their dreams; where barriers give way to opportunities for rich, full and equal lives; and where disability is not only seen but celebrated as a critical thread in the vibrant fabric of human diversity.

March of Dimes Canada is determined to make this vision a reality. That's why we're taking bold steps to reimagine our organization and the impact we can make. Working in solidarity with our community, we're evolving our programs, services and capabilities for even greater reach and impact. And we're energizing our mission, by building a compelling new brand and an ambitious multi-year fundraising campaign that will bring new allies to our cause.

Our Purpose

Champion equity. Empower ability.

Our Vision

An inclusive, barrier-free society for people with disabilities.

Our Mission

To be Canada's leading service provider, resource and advocate, empowering people with disabilities to live and thrive in communities nationwide.

Our Values:

Client focus. Collaboration. Accountability. Innovation

Who We Are

We are driven to support and empower people living with disabilities, and all the stakeholders we engage and serve.

At March of Dimes Canada, we are accountable to our community – placing all our valued stakeholders at the centre of everything we do and every decision we make.

We strive to understand and respond to their needs, we joyfully celebrate their achievements, and we stand with them to create a more just and inclusive world for all.

We live, lead and breathe with the human connection in mind.

We value authenticity and authentic human connection because we believe this has the power to transform the lives of our employees, volunteers and all those we serve.

We know that to be the best we can be, we must recognize and welcome differences, respect individuality and celebrate all abilities.

We believe that being brave is a part of our collective strength. We encourage input and feedback from all voices and create an environment where everyone can share ideas free of barriers and fear.

We endeavour to create remarkable change.

We challenge conventions and embrace curiosity and creativity, seeking always to deliver the greatest impact for people living with disabilities and the community at large.

We empower individuals and teams, and nurture learning and growth. We believe that when we work together as one connected team, we are a powerful force for good.

- **2,400**
  Dedicated employees
- **550**
  Essential volunteers
- **15,666**
  People accessed our Skills, Development and Employment Services
- **>3,000**
  People received training and support to build their digital technology skills
- **~600**
  People in Ontario found meaningful work via our employment services
- **57**
  Families participated in our inaugural Move Learn Grow program

Our Values

Client Focus
People living with disabilities and their families are at the heart of everything we do and every decision we make. Their voices and lived experiences inform and guide our work.

Collaboration
We believe that when we work together as one connected team, we are a powerful force for good. Our team includes dedicated donors, supporters, partners, and allies who work with us to make change happen.

Accountability
We are accountable to ourselves, to each other, and to our community – operating with the highest integrity and following through on the commitments we make.

Innovation
We challenge conventions and embrace curiosity and creativity, always seeking to deliver the greatest impact for people living with disabilities and the community at large.

2021 – 2025 Strategic Focus Areas

1 The best start for children, youth and families
Our goal: To ensure that children and youth with disabilities can achieve their full potential, thriving at every stage of their development.

2 Independence at home and in the community
Our goal: To ensure people with disabilities can live safely and independently where and how they live, participating fully in their communities on their own terms.

3 Active, healthy, connected lives
Our goal: To ensure that people with disabilities can have the best possible physical and mental health, and enjoy strong, supportive relationships and a sense of community belonging.

4 Financial security
Our goal: To ensure people with disabilities have the financial means to avoid or escape poverty so they can live the lives they deserve.

Our New Campaign

2025-2031

COMPREHENSIVE CAMPAIGN STRATEGY

Campaign Goal:

Overarching Campaign Goal (FY 24/25 to 30/31)

- Raise $70M by the 80th Anniversary
- Net income target: $33.7.M

Comprised of:

- Leadership Giving (major gifts, foundations, corporate).
- Annual Giving (annual gifts, primarily digital, and monthly giving, events).

CAMPAIGN MILESTONES – WHERE WE ARE TODAY

Quiet Phase
Counting of donations continues - $10M achieved

Campaign Goal Reached
80th Anniversary Celebration

June 1 2025 — **April 2027** — **March 31, 2031**

Public Launch
Six months after the launch of the new brand and at 40% ($28M) of the campaign goal

Our Programs

March of Dimes Canada provides Information and Advocacy Services on behalf of all Canadians with disabilities.

Move Learn Grow

Move Learn Grow is a new, play-based approach to early learning for children with disabilities, emphasizing social integration, emotional well-being, and building long-term life skills.

SkillingUp

SkillingUp is a free program, providing personalized training and support for people with disabilities to feel confident in their digital skills. Everyone should have access to the knowledge, technology, and opportunities to thrive in today's digital-first world.

Employment Services

MODC Employment Services exists to enable people with disabilities to reach their employment goals. We provide the highest quality service delivery in our sector because of the depth of our understanding, our extensive scope and reach and our advanced infrastructure and resources. As a large organization for people with disabilities, we work closely with disability stakeholders and are a choice employment service provider for employers seeking to access this unique labour pool.

Passport Program

The Ministry of Children, Community and Social Services (MCCSS) Passport Program is a program that helps adults with a developmental disability be involved in their communities and live as independently as possible by providing funding for community participation supports, activities of daily living and person-directed planning. The program also provides funding for caregiver respite services and supports for primary caregivers of an adult with a developmental disability.

To explore our full range of programs, please visit: marchofdimes.ca/programs

ADDITIONAL INFORMATION

[March of Dimes Canada Campaigns](#)
[Programs and Services](#)
[Political Advocacy Toolkit](#)
[MODC Newsroom](#)
[Financial Statements 2023 - 2024](#)
[Annual Report 2023 - 2024](#)
[Strategic Plan 2021 - 2025](#)
[Public Policies](#)

KEY DUTIES AND RESPONSIBILITIES

- In partnership with the Associate Vice President, Philanthropy, design and implement a national strategy aimed at expanding and enhancing the grants and foundations portfolio.
- Build and manage a portfolio of foundation partners and prospects ($5K+ gifts), including national, regional, and community foundations.
- Identify and evaluate opportunities for multi-year, transformational grants.
- Lead the research, development, writing, and creation of all collateral materials including inspiring letters of intent, funding proposals, grant applications and cases for support.
- Cultivate relationships with program officers, foundation executives, and other key stakeholders.
- In collaboration with the Associate Vice President, Philanthropy, and the Executive Director, Skills Development and Employment, support the campaign's annual and multi-year budgets, track progress against financial goals, identify potential risks, and recommend strategies for mitigation.
- Collaborate with the Senior Manager, Corporate Partnerships, and the Manager, Stewardship to develop customized recognition strategies and provide meaningful impact reports that strengthens and advances relationships for continued or renewed support.
- Work cross-functionally with internal teams to identify fundable projects and impact stories.
- Represent the organization at external meetings, briefings, and events relevant to foundation engagement.
- Oversee reporting processes to ensure timely submission of grant reports and stewardship materials.
- Monitor grant administration including timelines, deliverables, reporting, and recognition requirements, and liaise with internal departments to meet requirements.
- Provide regular updates to the Associate Vice President, Philanthropy on the status of foundation and grant applications.
- Ensure accurate and transparent recording of gifts and activities in the donor management system.
- Foster a culture of philanthropy and impact-driven fundraising within the organization.
- Analyze data and KPIs to evaluate effectiveness of foundation strategies and inform decision-making.
- Serve as a brand ambassador and advocate for the organization, representing its mission, values, and impact to donors and funder.
- Work with other senior members of the Philanthropy team to support revenue targets and to ensure communications are consistent, compelling, meaningful and on brand.

QUALIFICATIONS AND COMPETENCIES

- Minimum of seven years of progressive experience in grant writing, foundation relations, or institutional fundraising, preferably in the nonprofit or charitable sector.
- Proven track record leading or supporting proposal writing with proven success in securing grants.
- Demonstrated success in identifying and securing new philanthropic partnerships with foundations, government and grantors at a $5K+ level.
- Knowledge of the full grant cycle, including proposal development, budgeting, submission, reporting, and compliance.
- Comprehensive knowledge of the donor relationship cycle, moves management principles, and major gift development strategies such as cultivation and stewardship.
- Proven ability to effectively communicate key performance indicators (KPIs) and outcomes in alignment with funder priorities and expectations.
- Excellent writing, editing, and storytelling skills, with the ability to communicate complex ideas clearly and persuasively.
- Excellent editing and proofreading skills with exceptional attention to detail.
- Strong project management, organizational, analytical and administrative skills.
- Self-motivated to achieve results and be an effective team player.
- Exceptional interpersonal and relationship-building abilities.
- Strategic thinker with the ability to align funding opportunities with organizational goals.
- Experience managing budgets and preparing financial reports.
- Strong ability to clearly articulate key performance indicators (KPIs) and outcomes tailored to funders' requirements.
- Sound and independent judgement; ability to maintain absolute confidentiality and discretion where required.
- Ability to work in a fast-paced results-driven environment to meet fundraising metrics and goals.
- Works both independently and collaboratively within a team, with minimal administrative support.
- Technological fluency, including data systems and CRMs, such as Salesforce, with experience using reporting applications and dashboards.
- Competent in using data-driven insights to measure performance and optimize fundraising tactics.
- Demonstrated familiarity with, and a strong commitment to, understanding and supporting the unique needs, rights, and experiences of people living with disabilities (PLWD).
- Post-secondary degree or certificate in fundraising, communications, public policy, nonprofit management, or a related field.
- Bilingual in French and English is considered an asset.
- Work outside regular office hours on occasion as needed.

BIOGRAPHIES

Ana Maria Faria, Associate Vice President, Philanthropy

Ana Maria Faria is the Associate Vice President, Philanthropy at March of Dimes Canada, where she leads transformative fundraising strategy, including a $70M multi-year campaign to support people with disabilities. Ana Maria brings over 25 years of experience in the non-profit, government, and corporate sectors, with a strong track record in strategic planning, fundraising, and communications. She has successfully managed multimillion-dollar fundraising portfolios and held senior leadership roles at Easter Seals Canada, George Brown College, and the University of Toronto's St. Michael's College. A strategic leader and relationship-builder, she is passionate about accessibility and inclusion, serving as Vice Chair of the Accessibility Standards Advisory Council for the Ontario Government.

Lesley Smith, Executive Director / Vice President, Skills Development and Employment

Lesley Smith is the Executive Director/Vice-President of Skills Development & Employment with March of Dimes Canada. She is an accomplished senior executive with over 18 years of experience delivering results within the private and charitable sectors. Dedicated to supporting people with disabilities in the areas of skill development and employment, Lesley joined March of Dimes Canada (MODC) in 2010 to support the mission, vision and purpose of the organization. Her expertise in program delivery and design as well as in strategic partnerships is demonstrated through the ongoing success of employment and charitable programming offered by MODC today. With a drive for change, Lesley is focused on advancing awareness and knowledge of the success and value to create and foster inclusive workforces. Lesley is a graduate of York University.

BOARD OF DIRECTORS

Lee Bennett, Chair
Graham Todd, Vice Chair
Jay Hira, Immediate Past chair
Michael Cole, Secretary
Alvin Sharma, Treasurer
Wilfred Au, Director
Lauri Brunner, Director
Pankaj Puri, Director
Blair Roblin, Director
Jeff Sparks, Director
Victoria Brydon, Director
Jennifer Schmidt, Director
Anne Fithern, Director
Michael Foulds, Director
Wendy Kauffman, Director
Alan Lipszyc, Director
Wendy Murphy, Director
Sheila Neuburger, Director