



Manager, Grants & Community Partnerships (Western Canada) Position Brief



TABLE OF CONTENTS

The Opportunity	1
About Arthritis Society Canada	2
Arthritis Action Now.....	3
Fundraising at Arthritis Society Canada.....	4
Additional Information	5
Key Areas of Accountability	6
Qualifications and Experience	7
Core Competencies and Skills	7
Biographies.....	9
Organizational Chart	10

FOR MORE INFORMATION

KCI Search + Talent has been retained to conduct this search on behalf of Arthritis Society Canada (ASC). For more information about this opportunity, please contact Jody Jacobson, Senior Consultant, KCI Search + Talent by email at ASCManager@kci talent.com.

Interested candidates should send their resume and letter of interest to the email address listed above by **June 2, 2026**. All inquiries and applications will be held in strict confidence.

In furtherance of its mission and strategic priorities, ASC is committed to promoting inclusion, diversity, equity and access (IDEA) through information and support, advocacy, programming, internal policies, and governance structures. In selecting individuals and furthering the goals of IDEA work, they aim to ensure that their people reflect the knowledge, experience, skills and diversity (including but not limited to diversity of gender, race, and geographical location) of the communities they live in and serve. ASC is also proud to have signed up for the 50 – 30 Challenge, a nationwide initiative by the Government of Canada to increase gender parity (50% women and/or non-binary people) and significant representation (30%) of members of other equity-deserving groups on its Boards and/or in senior management.

If you require accommodation, please notify the Search Consultant in advance and they will work with you to meet your needs. ASC is committed to providing accommodation throughout the recruitment and selection process.

This posting is for a current vacancy. Artificial intelligence will not be used to screen resumes nor assess candidates in this search.





Manager, Grants & Community Partnerships Remote, Western Canada

THE OPPORTUNITY

Arthritis Society Canada (ASC) is looking for a team-oriented and innovative fundraiser to serve as Manager, Grants & Community Partnerships for Western Canada. The Manager will have a successful track record of delivering results and will bring a proactive approach to identifying new opportunities. They will bring strong writing skills, relationship instincts, and a genuine commitment to mission-driven work to help advance ASC's impact across the region.

Reporting to the Vice President, Western Canada, and working as part of the National Revenue Development Team, the Manager will drive revenue growth across Western Canada by leading the grants portfolio, including donor-advised funds, and managing a diverse portfolio of community partnerships, including peer-to-peer campaigns, employee giving, point-of-sale initiatives, and third-party events.

The ideal candidate brings demonstrated experience in grant writing and a thoughtful, detail-oriented approach to identifying opportunities, producing compelling proposals and reports, and stewarding relationships with foundation partners. They will also manage a portfolio of community and corporate partnerships, leveraging strong relationship management skills, the ability to juggle multiple priorities, and a collaborative spirit and genuine passion for mission driven work.

This is a meaningful opportunity to join ASC at a pivotal moment. With the recent launch of Arthritis Action Now, a new strategic planning process soon to get underway, and an ambitious fundraising campaign on the horizon, there is real momentum and a genuine commitment to accelerating impact so people with arthritis can live their best life free from the disease.

The target hiring range for this position is \$71,400 to \$91,800, commensurate on skills and experience given this niche fundraising role in a high demand market and includes a comprehensive benefits package. ASC employees enjoy extended healthcare benefits (including dental, vision, prescription drugs and choice of healthcare spending account and/or healthy living account); virtual 24/7 healthcare access; life and disability insurance; retirement planning through matching DCPP; generous paid time away such as 3 weeks' vacation, personal days, and holiday closure and summer hours programs; hybrid work model with the potential to come to Toronto annually for retreats/key meetings; and the opportunity to work within an award-winning corporate culture based on excellence in culture and performance.

ABOUT ARTHRITIS SOCIETY CANADA

More than six million Canadians live with arthritis – that's more than diabetes, heart disease, cancer, stroke, and dementia combined. It costs the economy \$45.9 billion annually in healthcare spending and lost productivity. Yet arthritis research is underfunded, awarded less than two percent of investment from Canada's largest federal funder of health research.

ASC recently released Arthritis Action Now, the first unified plan to end the arthritis crisis. Our new Report Card assigned low and failing grades to every single province and territory, highlighting widespread gaps in access to care, treatments, and research. That's why 21 leading organizations came together with input from over 100,000 Canadians to build this plan. It's a comprehensive roadmap to prevent, better treat, and ultimately cure arthritis — tackling everything from cutting wait times for joint replacements, and getting kids faster access to critical medications, to investing in life-changing research. This plan demands immediate government investment to become a reality.

This year, ASC advanced groundbreaking discoveries, mobilized national advocacy, supported people directly through expanded services, and accelerated game-changing ideas through strategic partnerships — all to transform arthritis healthcare outcomes.

As Canada's largest charitable funder of arthritis research, ASC invested \$7 million last year to drive bold discoveries, funding 113 game-changing projects across the country. Guided by a gold standard peer-review process and insights from people with arthritis, they launched 17 new research projects to improve diagnosis, prevention and treatment, and to move closer to finding cures.

Canada's top scientific and entrepreneurial minds are advancing bold solutions to transform arthritis care. Through ASC's partnership with Creative Destruction Lab (CDL), they supported four companies innovating in precision medicine, non-opioid pain management and chronic inflammation. In addition, the Newborn Arthritis Prevention Screening Project completed over 2,000 scans across Alberta and identified 45 cases of hip dysplasia - many that would have gone undetected. These breakthroughs are shaping the future of arthritis prevention and treatment for generations.

Last year, over 65,000 people accessed trusted information through Arthritis Talks, while many more found personalized supports through Arthritis Line and Arthritis Connections. During Arthritis Awareness Month, ASC carried a bold message nationwide: arthritis steals - and we must act. Together, ASC is changing the conversation, exposing the realities of this often-invisible disease, and empowering people to face their diagnosis with knowledge, resilience, and hope.

Arthritis Society Canada is the largest charitable funder of arthritis research in Canada, having invested more than \$240 million to transform the way we diagnose, treat and prevent arthritis.

OUR VISION

We will extinguish arthritis.

OUR MISSION

To fight the fire of arthritis with research, advocacy, innovation, information and support.



Arthritis Society Canada is honored to be a [Canada's Most Admired™ Corporate Cultures Award](#) winner, and proud to be accredited under [Imagine Canada's Standards Program](#).

ASC is an organization where people feel engaged, valued, and proud of the work they do. 2025 employee data indicated that 92% of employees feel a sense of belonging at ASC, 93% feel safe and respected when sharing their ideas and opinions, and 93% are proud to work at Arthritis Society Canada.

ARTHRITIS ACTION NOW

Arthritis Action Now is Canada's first actionable, coordinated strategy to transform prevention, care, and research for arthritis.

In 2023, Canada's arthritis community came together with an unprecedented sense of urgency and shared purpose. ASC and 20 other organizations representing patients, researchers, clinicians and advocates, joined forces to confront the challenges faced by millions of people in Canada. All together, more than 100,000 Canadians have been engaged in the largest consultation ever conducted on arthritis in Canada.

Arthritis Action Now has three interconnected pathways—policy priorities, research and innovation, and catalysts for change—to drive transformative change for the more than six million people in Canada with arthritis.



Pillar 1: Policy Priorities

ASC calls on provincial, territorial and federal governments to create and support legislation and funding for timely, appropriate and inclusive arthritis care; to reduce arthritis-related disability and associated costs, and to position Canada as a global leader in research, prevention and treatment innovation.



Pillar 2: Research and Innovation Priorities

Created by Canada's scientific community, the research and innovation priorities will galvanize research institutions and funders to ultimately cure arthritis. This will require robust collaboration, increased investment and clear pathways to implementation.



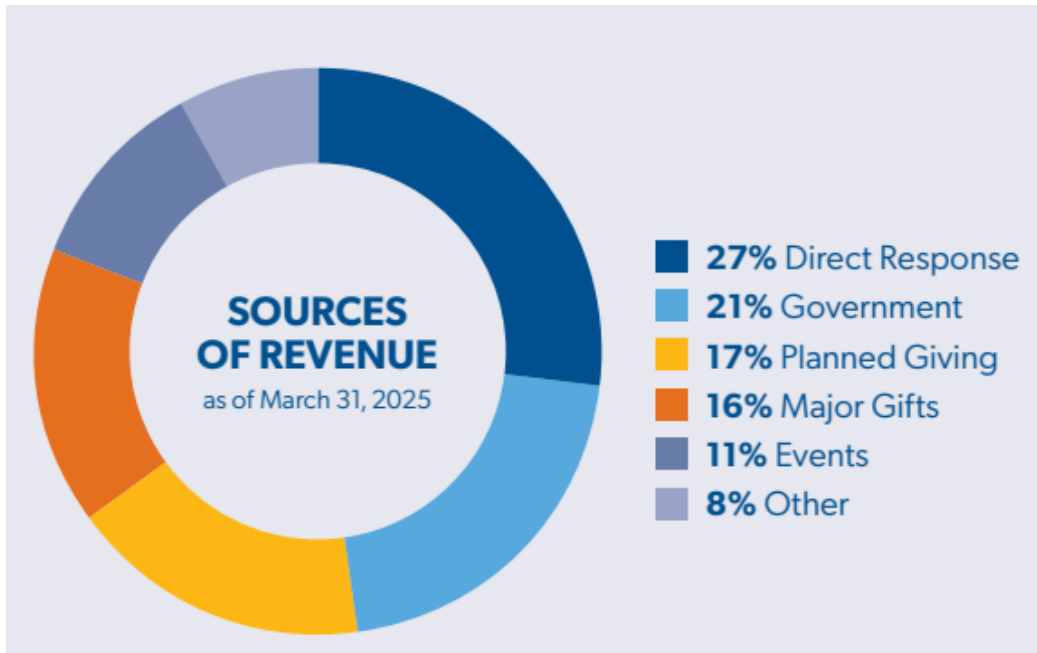
Pillar 3: Catalysts for Change

ASC has identified nine initiatives that will spur transformation - including precision medicine, protecting youth from future arthritis, advancing arthritis equity and arthritis aware workplaces - and call on public, private and philanthropic sectors to invest.

You can read the full Arthritis Action Now plan [here](#).

FUNDRAISING AT ARTHRITIS SOCIETY CANADA

The revenue development team at ASC is made up of talented fundraising professionals across Canada, in the areas of major giving, planned giving, events, community partnerships, and direct response, who work closely with its community of generous loyal donors to turn shared visions, passions and interests into meaningful impact in fighting the fire of arthritis. ASC is a nationwide charity with local impact, and the donations from these individuals makes a difference for people living with arthritis in every province.



As Arthritis Society Canada plans to grow its impact across the country through Arthritis Action Now, it is investing in the expansion of its national major gifts program. Major giving is a priority focus area of the growth strategy, underpinned by efforts that will deepen donor relationships and increase philanthropic revenue. Alongside this, there is also a priority focus on building and growing the integrated digital marketing strategy across the organization.

ADDITIONAL INFORMATION

[About Arthritis](#)

[2024-2025 Annual Report](#)

[2027 Strategic Plan](#)

[2025 Financial Statements](#)

[Arthritis Action Now](#)

[Support Services and Care](#)

[Board of Directors](#)

[Executive Team](#)

[News & Stories](#)

[Locations](#)

[Events](#)

BOARD OF DIRECTORS

- Andrew Branion, Chair
- Lynn Oldfield, ICD.D, Vice Chair
- Neal Oswald, Treasurer
- Jeffrey Brown
- John Chippindale
- Janet L. Ecker
- Diana Gazdar
- Deborah Greenberg
- Vas Rao
- Stephen Weiss



"I was 18 when I was diagnosed. People think you get arthritis in your 60s or 70s. It's uncommon to see someone young struggling with arthritis. Arthritis impacts everyone. It's not just an older person's disease. Living with this disease, I've noticed that society doesn't do much to accommodate this invisible condition."

Chantal, British Columbia

KEY AREAS OF ACCOUNTABILITY:

Grants & Foundations (60%)

- Develop and execute a strategy to grow the grants portfolio, including donor-advised funds, across Western Canada, focusing on provincial, regional, and community-based funders.
- Build, manage, and steward a portfolio of partners and prospects, cultivating relationships with key stakeholders.
- Identify and pursue funding opportunities, informed by research, regional insights, and diverse donor communities.
- Lead the development of all grant materials, including letters of intent, proposals, applications, and cases for support.
- Collaborate cross-functionally to identify fundable projects, gather impact data, and craft compelling funding narratives.
- Oversee grant administration, including timelines, reporting, compliance, and recognition commitments, ensuring accurate tracking in the donor management system.
- Develop and deliver tailored stewardship and recognition strategies to support renewal and long-term engagement.
- Ensure timely submission of grant reports and stewardship materials, maintaining accurate and transparent records in the donor management system.
- Monitor performance through data and KPIs, providing regular pipeline and portfolio updates to the Vice President, Western Canada.
- Represent Arthritis Society Canada at external meetings, briefings, and events.

Community Partnerships (40%)

- Manage the annual pipeline of assigned community partnerships, including peer-to-peer fundraising, employee giving, point-of-sale programs, and third-party events, focusing Western Canada.
- Build strong, trust-based relationships with partners by understanding their goals and providing recommendations on fundraising strategies and tactics that work for both parties.
- Develop and deploy partner fundraising campaigns, creating annual development plans and quarterly budget projections for the community partnerships program.
- Actively identify and pursue third-party event opportunities, where external partners or individuals lead community-driven fundraising activities that benefit ASC and extend its reach to new audiences.
- Collaborate with the Events Specialist and national community partnerships colleagues to align strategy and work toward collective annual fundraising goals.
- Seek additional forms of partner support beyond revenue, including in-kind contributions, volunteer engagement, and promotional opportunities that advance ASC's mission.
- Identify and pursue growth opportunities within existing partner relationships on an ongoing basis.

- Ensure fulfillment requirements for all supporter agreements are met and communicated back to partners through stewardship meetings and reports.
- Ensure accurate and timely recording of all partner activity and interactions in Raiser's Edge.

EDUCATION AND EXPERIENCE:

- Experience managing and growing a grants program is required. This includes demonstrated experience in all aspects of grants fundraising, including prospect research, pipeline development, proposal writing, and portfolio management.
- Fundraising and/or partnership development experience would be considered an asset.
- Demonstrated ability to write compelling, well-researched funding proposals and reports.
- Strong relationship building and management skills with experience cultivating and stewarding external partners and stakeholders.
- Ability to manage multiple priorities, deadlines, and relationships simultaneously with a high degree of organization and attention to detail.
- Experience with donor management systems; familiarity with Raiser's Edge is an asset.
- Knowledge of the philanthropic landscape in Western Canada, including foundation funding priorities and diverse donor communities, is an asset.
- Commitment to the mission of Arthritis Society Canada and to equity, diversity, and inclusion in all aspects of the work.
- Bilingual (English and Cantonese/Mandarin or Hindi/Punjabi) language skills an asset.
- University degree, or equivalent combination of education and experience.
- CFRE accreditation considered an asset, as is AFP membership in good standing.



CORE COMPETENCIES AND SKILLS:

Our values are personal commitments that every employee lives by, and that every leader models to inspire others. This is what they mean to us:

United: We are stronger together

- I build meaningful connections.
- I create an environment of belonging, inclusion, and openness.
- I share and welcome knowledge and new ideas.
- I approach relationships in an ethical and transparent way.
- I appreciate the strengths I bring and recognize and celebrate the success of others.

Impactful: We fearlessly work to achieve greatness

- I am relentless, standing with Canadians to fight the fire of arthritis.
- I am driven to make a difference.
- I am accountable for my words and actions.
- I strive for excellence.
- I am a trusted resource and a best-in-class expert in my role.

Transformative: We will create a bold future

- I am a changemaker, willing to challenge the status quo.
- I listen, am curious, self-reflect and am always learning.
- I am innovative, eager to bring new ideas forward.
- I am courageous and accept that failure is an important part of risk-taking.
- I am energized and fully engaged.



BIOGRAPHIES

Carleen Pauliuk - Vice President, Western Canada



Carleen Pauliuk is a respected executive leader in healthcare philanthropy and the corporate sector. Known for her strategic vision, collaborative leadership, and deep commitment to equity, Carleen has helped raise hundreds of millions over the course of her career, transforming healthcare outcomes through innovation, partnership, and community-driven fundraising.

Carleen is widely recognized for her entrepreneurial mindset and ability to cultivate lasting relationships across sectors. She excels in complex environments, building high-performing teams and mentoring staff and volunteers to achieve shared goals. Her work champions culturally responsive fundraising, including deep engagement with Chinese, South Asian, and Indigenous communities.

Carleen believes in the power of joyful giving to create systemic change and is passionate about inspiring generosity that advances health equity and improves lives across Canada.

Lori Smith - Chief Development and Marketing Officer



Lori is a nationally respected non-profit leader with a proven track record of creating purposeful strategy, building high-performing teams, and driving measurable impact.

Most recently, Lori served as Executive Director of the Daymark Foundation, leading impactful work in perinatal mental health. As CEO of Rise Asset Development, she led the evolution from provincial program to national organization—tripling operating revenue and doubling its donor base.

Lori embodies what effective philanthropy requires: the strategic expertise to mobilize resources and the genuine empathy to understand why those resources matter.

ORGANIZATIONAL CHART – NATIONAL REVENUE DEVELOPMENT TEAM

