

Job Posting

Senior Development Officer, Major Gifts

Daily Bread Food Bank works toward long-term solutions to end hunger and poverty, delivering innovative programs that support people living on low incomes and experiencing food insecurity. Daily Bread distributes fresh and shelf-stable food, as well as freshly prepared meals, to 144 member agencies and 214 food programs across Toronto. It also publishes the influential *Who's Hungry* report, an annual survey that tracks trends in food insecurity and poverty in Toronto, educates the public, and helps drive policy change.

Job Title:	Senior Development Officer, Major Gifts
Department:	Development
Reporting to:	Senior Manager, Major and Individual Giving
Location:	191 New Toronto Street, Toronto, ON, M8V 2E7
Salary:	\$78,000-88,000 per year, commensurate with experience
Terms:	35 hours a week, Full-Time, Hybrid (Minimum 2-3 days On-Site)

WHY WORK AT DAILY BREAD FOOD BANK

At Daily Bread, we are committed to creating a workplace where people are supported, compensated, and empowered to do meaningful, high-impact work.

Compensation & Benefits

- Competitive salary aligned with the Ontario Living Wage Network.
- 100% employer-paid health and dental benefits.
- RRSP matching after one year of employment.
- Paid sick leave and personal days.
- 15 days of paid vacation per year, with additional days earned each year.
- A hybrid work environment.

Learning, Culture & Community

- Professional development opportunities.
- Creative, kind, fun, and passionate team culture.
- Active social committee.
- Free daily lunches when working on-site.
- Free on-site parking.

Recognition & Reputation

- Recognized as one of Greater Toronto's Top Employers.
- Awarded Canada's Most Admired Corporate Cultures by Waterstone Human Capital.
- Recognized as a 5-star rated charity by Charity Intelligence Canada.
- Recognized as Ontario Living Wage Employer.

ROLE OVERVIEW:

Reporting to the Senior Manager, Major and Individual Giving, the Senior Development Officer, Major Gifts is a result-oriented, front-line fundraiser focused on major donors in the \$10K+ range. The position manages a portfolio of donors and seeks to deepen engagement and raise funds for Daily Bread Food Bank. Responsible for the identification of new prospects through external research and upgrading from current mid-level and annual programs.

KEY RESPONSIBILITIES

- In collaboration with Senior Manager, Major and Individual Giving, develop and execute comprehensive moves management strategies and action plans to identify, cultivate, solicit, and steward donors and track progress towards goals.
- Direct supervision of one staff, Development Officer, Major Gifts.
- Work with the Senior Coordinator, Prospect Research to actively research prospective donors to identify capacity, interest, and potential for giving
- Develop donor engagement and solicitation strategies through various tactics such as face-to-face, phone, email, and video to acquire, retain and reactivate major donors.
- Collaborate with Programs and Services, Research and Advocacy, and Corporate and Community Partnerships teams to elevate the engagement and engage prospects in mission work.
- Provide regular status reports, related Major Gift donor cultivation cycles and annual forecasted revenues against the Individual Giving Team annual budget.
- Reach targeted monthly, quarterly, and annual cultivation, solicitation, and revenue goals.
- Prepare briefing notes, proposals, and impact reports.
- Identify planned giving prospects, through targeted newsletters, surveys, and other communications.
- Maintains accurate and consistent donor activity tracking in the Raiser's Edge database, including call reports, moves management and database updates.
- Learn about our work in depth and actively stay abreast of mission activity in relation to partner interests to provide relevant and meaningful information and opportunities for support and engagement.
- Ensure solicitation and donations are in line with Daily Bread's Board approved Fundraising Policies.

EDUCATION/EXPERIENCE (OR EQUIVALENT)

- Minimum of 3 to 5 years of progressive experience managing leadership or mid-level giving programs.
- University degree or equivalent practical experience in a relevant field.
- CFRE is an asset.
- Knowledge of regulatory framework and ethical fundraising practices required.
- Strong and proven CRM skills and experience in Raiser's Edge and Raiser's Edge NXT.
- Results orientated in a mission-driven environment.
- Valid driving license (G or equivalent)

KEY COMPETENCIES

- Collaboration: Compassion, strong internal partnerships, respectful approach to achieve goals that move the organization forward
- Planning/Organization/Project Management: Input and implement strategies to move the mid-level portfolio forward. Action plans, document, evaluate, and learn.
- Customer-focus: Anticipate, understand, and respond to the needs of internal and external partners/donors to meet or exceed their expectations and receive positive feedback from internal and external partners/donors.
- Communication: Speak, listen, and write in a clear, confident, respectful, timely manner using appropriate and effective communication tools and techniques.
- Professional: Ability to work autonomously and as a member of a team in a fast-paced, high volume and professional environment, managing multiple priorities.
- Flexibility and change management: Is able to adapt well to organizational changes or priority shifts.
- Strong analytical and organizational skills and the ability to meet short-term targets without compromising long-term objectives.

Some weekend, evening and holiday work will be required.

HOW TO APPLY

To be considered, applicants must submit a cover letter and resume by **4:00 pm Tuesday, September 22nd, 2026** by visiting our [Careers](#) webpage. Interviews for the position will be conducted on a rolling basis.

Note: This role is for the existing vacancy. Please note that artificial intelligence (AI) is not used at any stage of our recruitment process. All applications are reviewed and evaluated by the recruitment team.

Daily Bread Food Bank is an equal-opportunity employer and encourages applications from members of designated groups and those with lived experience of poverty or food insecurity. Persons with disabilities who need accommodation in the application process, or those needing job postings in another format, please e-mail a request to Human Resources.

Daily Bread Food Bank thanks all individuals who apply for this position and will only contact candidates who are selected for an interview.