



## **JOB OFFER**

### **Director of Philanthropic Development**

#### **The Kidney Foundation**

For over 50 years, The Kidney Foundation has been a collaborative, inventive and focus leader in the development of programs, services, research opportunities and awareness campaigns that have had a positive impact on the millions of Canadians living with, or at risk of developing kidney disease. The Foundation also plays a major role in increasing public awareness and commitment to advancing kidney health and organ donation.

#### **The Quebec Branch team**

The fifteen employees of the Quebec Division of The Kidney Foundation are supported by a great number of volunteers spread across most regions of the province who join their efforts not only to organize numerous fundraising activities, but also to ensure an active presence with people with kidney disease and their families to be able to respond effectively to their needs.

#### **You are the person we are looking for if...**

You are skilled with a flair for building strong and lasting relationships. You are a well organized and meticulous planner. You thrive on details and excellence. You are good with deadlines and able to handle several projects at once. You are a gifted problem solver and result-oriented. You are a creative and innovative person. You are a self-starter, an initiative taker, and a team player.

#### **The challenge we offer you**

Reporting to the Executive Director of the Quebec Branch, you will be responsible for overseeing and planning all the Branch's philanthropic development operations and activities. This will namely consist of boosting revenue from individual, corporate and foundation donations as well as partnerships, optimizing fundraising events and opportunities, setting up a planned giving program, diversifying sources of funding, and implementing a philanthropic culture.

## **Your key responsibilities**

- Drafting, rolling out and executing an annual development plan tasked with meeting or surpassing the objectives as set out in the Branch's Strategic Plan.
- Planning the philanthropic development operations budget for the year and tracking it throughout the year.
- Performing an annual assessment of each activity and drafting the appropriate recommendations.
- Working with the regional development and program teams towards helping them optimize their revenues.
- Developing cases for support, fundraising material, recognition or visibility programs and partnership proposals.
- Recruiting volunteers necessary to the success of the philanthropic development activities and providing them with the leadership, support, technical assistance and training they require.
- Actively participating in the planning of communication activities and in the creative process related to the philanthropic development initiatives.
- Ensuring all procedures and practices adhere to the Association of Fundraising Professionals' (AFP) Code of ethics and Donor Bill of Rights, Imagine Canada's Standards Program, as well as the Foundation's internal policies and guidelines.

## **Your skills**

- Undergraduate university degree in a relevant field
- A minimum of 5 years of experience in areas related to the duties of the position
- Knowledge of Raiser's Edge and excellent command of Microsoft 365
- Excellent command of spoken and written English and French

## **What we offer you:**

- A permanent position
- A flexible schedule with the possibility of teleworking
- A work environment that makes room for new ideas
- A full range of benefits including annual vacation, statutory holidays, health-related leave as well as personal leave, a group insurance plan, including a health and wellness program for you and your family, as well as a group RRSP
- A professional training and development program
- An employee recognition program

## **Are you this rare gem?**

Please submit your application, by August 23, 2021, to [recrutement@rein.ca](mailto:recrutement@rein.ca). Starting date will be in September.

***The Kidney Foundation welcomes and encourages applications from people with disabilities. Accommodations are available upon request for applicants taking part in all aspects of the selection process.***

*We wish to thank all applicants for their interest and effort in applying for this position; however, only candidates selected for interviews will be contacted.*