

Position: Director of Development—Annual & Planned Giving

Status: Full-time, permanent

Reports to: Chief Development Officer

Language(s): English required, French an asset

Location: Ottawa or Toronto, ON, Canada

Deadline for Applications: January 7, 2020 by 5:00 pm EST

BACKGROUND

This is a historic moment in the global fight for equality. Women's organizations and movements in Canada and around the world are on the frontlines of change—holding the line, demanding equality and driving transformation. The opportunity has never been greater to boldly invest in their brave work to build a more equal world together.

The [Equality Fund](#) is a ground breaking collaboration that will deliver new momentum for women's movements across the globe. The Equality Fund (formerly The MATCH International Women's Fund) will drive the cultural, economic and political changes required to make global gender equality a reality. We will shift power and resources to local organizations and leaders on the frontlines of building and sustaining a more gender equal world. We will mobilize philanthropic and investment capital, in Canada and beyond, and build a brighter, more equitable future for everyone, everywhere. Welcome to the Equality Fund.

The Equality Fund is made possible in partnership with the Government of Canada.

THE OPPORTUNITY

Reporting to the Chief Development Officer and leading a small but growing team, the **Director of Development—Annual & Planned Giving** will be responsible for overall cultivation, stewardship and strategic growth of the organization's annual & planned giving portfolio to support its ambitious 5-year \$80M philanthropy program.

This is a new position and will require an experienced development professional with a strong track record of developing annual giving and/or planned giving programs, and demonstrated success closing gifts up to \$25k. The successful candidate will effectively leverage our unique value proposition to exponentially increase revenue for the philanthropy program. The Director will provide tactical oversight of all annual giving revenue streams with a focus on building the EF's annual, leadership and planned gifts by strategically identifying and executing on new opportunities for growth. The position will also oversee key community partnerships, including third-party events.

SCOPE & RESPONSIBILITIES

- Develop, execute and provide strategic oversight for all annual giving revenue programs including annual/monthly giving, leadership giving (\$1,000-\$9,999) community partnerships & third-party events;
- Develop and execute a strategic plan for planned giving program;
- Lead a small but growing staff team to ensure successful execution of fundraising and stewardship strategies, programs and to maximize revenue;
- Maintain a portfolio of leadership gift prospects to cultivate, solicit and steward;
- Work closely with the Donor Services team on the implementation of a new data management system, including the transition from the current system and the effective training & utilization of the new system;
- Work with Donor Services team to ensure systems are in place to provide acknowledgement, recognition, reporting, and effective communication for donors and prospects;
- Work with prospect research to identify and qualify potential leadership giving donors (\$1,000 to \$9,999) as well as cultivation and solicitation of prospects in line with priorities and fundraising strategies;
- Develop team goals and KPIs to effectively supervise and provide regular performance reviews for direct reports;
- Create donor communications and fundraising materials in collaboration with the extended Philanthropy and Communications team;
- Provide support and represent the EF at fundraising events, community partnerships and on fundraising projects as required.

QUALIFICATIONS & COMPETENCIES

- University degree in Business, International Development or related field;
- 7+ years of progressive experience and demonstrated success fundraising in the not-for-profit sector with a focus on individual giving (annual / one-time giving, leadership giving, community partnerships and planned giving);
- Passion for women's rights and supporting global gender equality efforts;
- Experience building and managing successful staff teams;
- Exceptional written and oral communication skills;
- Strong relationship management skills with the ability to communicate effectively with a diverse group of donors, volunteers and other stakeholders;
- Highly organized with the ability to multitask and manage various projects, deadlines and priorities';
- Strong knowledge of CRA guidelines regarding charitable giving and tax receipting;
- Demonstrated high ethical standards and able to work with sensitive information in a confidential manner;
- Willingness to travel;
- Openness to work on cross functional/multi-disciplinary teams;
- Flexibility and ability to adapt to changing priorities, to steer in new/different directions;
- Can do/Anything is possible mindset!

JOIN US!

The Equality Fund is an equal opportunity employer. We value diversity, multiculturalism, and inclusion in our work and in our staff team. We are fully focused on equality and believe deeply in diversity of race, gender, sexual orientation, religion, ethnicity, national origin and all the other qualities that make us unique.

If you require accommodation during any stage of the recruitment process, please indicate this in your application.

We thank all applicants for their interest but only those selected for an interview will be contacted.

To apply, visit: <https://equalityfund.bamboohr.com/jobs/view.php?id=20>