

The United Church of Canada is seeking an individual to fill the role of Annual Giving Lead in the Philanthropy Unit on a permanent full-time basis (35 hours/week).

- Posting Number: 22-75
- Opening Date: October 20, 2022
- Closing Date: November 3, 2022

Annual Giving Lead

The United Church of Canada is seeking a highly organized team player who thrives in supporting the achievement of common goals to fill the role of [Annual Giving Lead](#) on a full-time (35 hours/week) basis.

The Philanthropy Unit is responsible for raising the wider church's annual gifts for Mission & Service, which is the main source of funding for the ongoing program work of The United Church of Canada. It oversees a direct giving program and a planned and major gift program and promotes the Pre-Authorized Remittance (PAR) program. The unit also includes the church's stewardship development ministries and revenue generation support of congregations and supports the Foundation of The United Church of Canada.

The Annual Giving Lead works closely with the Executive Officer, and other Unit Staff to inspire and invite gifts for the denominational Mission & Service work and is responsible for providing strategy, direction, and management to growing of the denomination's annual giving programs. The Annual Giving Lead supports fundraising and stewardship efforts to grow philanthropic engagement from both communities of faith and individuals.

They develop and implement Annual Giving strategies and programs that identify, cultivate, solicit, and steward annual gifts from governors, members, adherents, communities of faith, and like-minded people. These include direct response, on-line giving, and emerging opportunities (e.g. those associated with social networking) through multiple branded programs. The main areas of focus are:

1. Strategy Development:
2. Direct Response for Individuals
3. Support for Community of Faith Giving

To request a copy of the full position description, please email: careers@united-church.ca

Qualifications

- A degree or diploma from a university or college preferably in fundraising or non-profit management, or an equivalent combination of training and experience;
- 5+ years recent and related experience in annual gifts and/or direct response with a proven track record of success;
- Experience with donor contact and solicitation;
- Skilled in program planning and management;
- Experience leading and managing staff, volunteers, and suppliers;
- Excellent oral and written communication and interpersonal skills;
- Highly skilled in strategic program planning and the ability to analyse data to identify issues and develop programs to address those issues;
- Background in large acquisition campaigns, development of donor engagement strategies, and social values marketing are key;
- Ability to develop a strong case for support – both overall and for individual campaigns – and to communicate that case through excellent articulation to various stakeholders;

- Ability to deliver excellent donor service and program leadership across functional units;
- Ability to manage a large and varied workload while focusing on agreed priorities;
- Ability to analyze, interpret and evaluate information, carry out risk assessments;
- CFRE professional designation would be an asset;
- Ability to communicate well in French would be an asset;
- Sensitivity to and skills in nurturing donor and volunteer relationships with respect to diversity, including the ability to work with and relate to diverse communities;
- High degree of autonomy and independent initiation of work and strategy development;
- Detail oriented with excellent organizational skills with the ability to work with minimal supervision and perform multiple tasks in a fast-paced environment;
- Strong database management and computer skills using Microsoft Office applications (Word, Excel, PowerPoint, Outlook) and internet applications;
- An understanding of The United Church of Canada and its organization is crucial.

As part of our ongoing commitment to the Accessibility for Ontarians with Disabilities Act, The United Church of Canada will provide assistance to employees who request accommodation throughout their employment with us, unless the position is deemed to be a bona fide occupational requirement and/or to the point of undue hardship considering issues of health, safety and cost.

Working Conditions

The United Church of Canada has adopted a hybrid workplace model and thus providing flexibility for this position. This position needs to be available from time to time to work from the General Council Office located in Toronto, Ontario in an open area concept office under normal working conditions. They interact with lay staff, ministers, volunteers, executive officers. Manual dexterity required to use laptop computer and peripherals. This position requires sitting and viewing a computer screen for long periods, keyboarding/using voice recognition software, intermittent physical activity including sitting, standing, and lifting (up to 20 lbs.) and being on the phone for long periods. Occasional overtime may be required.

Compensation

Salary will be based on skills and experience, within the category 8 salary range of \$71,636 to \$95,515 Pension and group benefit plans coverage and annual vacation round out this compensation package.

How to Apply

Interested applicants are invited to submit their resume, quoting the job number to Human Resources, e-mail: careers@united-church.ca