



CALL FOR  
APPLICATIONS

**DIRECTOR, PHILANTHROPY**  
NATIVE WOMEN'S ASSOCIATION OF CANADA



Native Women's  
Association of Canada

L'Association des  
femmes autochtones  
du Canada

**TALENT AND GOVERNANCE SERVICE**  
EXPERTISE COMBINED WITH AUDACITY

## BNP's commitment to talent and governance



BNP Philanthropic Performance is committed to the success of its recruitments, since they contribute directly to strengthening the capacities of our philanthropic ecosystem. In this way, we work both for our clients and for the talents we recruit, in order to create value-creating links that foster lasting relationships based on a mutual understanding of the expectations and intentions of each party.

We take the most objective approach possible and try to eliminate any possible bias in our recruitment tools and processes to ensure that every talent is treated fairly. We also guarantee a discrimination-free process.

We are also committed to keeping talent informed of their progress through the recruitment process and providing constructive feedback for their professional development.

## Organization

The Native Women's Association of Canada (NWAC) is a National Indigenous Organization representing the political voice of Indigenous women and girls in Canada. Incorporated in 1974, NWAC works to advance the social, political, and cultural well-being and equality of Indigenous women through advocacy, education, research and policy.

This exciting opportunity aims to make a difference in the lives of Indigenous women, Two-Spirit and gender diverse people in Canada and around the world.

## Profile sought

NWAC is seeking a deeply motivated and highly skilled professional who will take ownership of NWAC's Philanthropy initiative and build a strong team to make a significant difference in NWAC's future revenue generation. You will lead the initiative to operationalize the registered charity associated with NWAC (Indigenous Women's Fund of Canada) into a vibrant and trusted charity that will support NWAC's mission and goals for Indigenous women and girls. This person shall be innovative, accountable, think strategically, act proactively and share the NWAC's values.

**NWAC value diversity, sharing, adaptability and a willingness to learn**

## Work location

120 Promenade du Portage, Gatineau, Quebec

### Telecommuting/hybrid work

The Native Women's Association of Canada allows you to work partly remotely, while providing in-person co-development and team building opportunities.

## Functions, expectations and benefits

**In collaboration with the CEO, and working in close collaboration with other members of Senior Management, the future Director, Philanthropy will be responsible for the management of annual growth of philanthropic resources.**

### This is a leader who:

- Develop a philanthropy strategy that will foster a work environment focused on major gifts.
- Create, manage, and grow a portfolio of corporate, foundation and association donors.
- Plan and execute proven engagement and recognition strategies that result in both supporter retention and increased giving.
- Work in close collaboration with the CEO to identify significant new qualified leads.
- Serve as the spokesperson for NWAC philanthropic activities.
- Plan and execute major donor cultivation events, major gifts campaigns, and hosting NWAC guests and donor meetings.
- Manage relevant revenue and expense budgets and provide regular forecasts.
- Recruit, train and motivate a high performing fundraising staff.
- Have the ability to manage a fast-paced and varied workload, including multiple projects and deadlines.
- Demonstrate success managing and forging relationships with a wide range of supporters and service providers.

### This person shall have:

- University degree in fundraising or an equivalent combination of education and experience.
- Minimum of seven years' experience in philanthropy and donor relations.
- Experience in executing planned giving campaign.

- Experience in using, recommending and leading the process to implement a donor data management system.
- Experience with annual work planning and budgeting activities.
- Demonstrated ability to meet annually agreed revenue targets.
- Strong research and analytical skills.
- Experience working with NGOs, interest groups or grassroots organizations.
- Experience working with Indigenous peoples, groups or organizations would be an asset.
- Knowledge of key issues impacting Indigenous women and girls in Canada and internationally would be an asset.
- Fluency in English - Bilingualism (English and French) is a strong asset.
- Excellent interpersonal and communication skills including proficiency in public speaking and presentations.
- Reliable, attentive to details and outcomes, and respectful of the confidentiality required around donor information.

### All in a context of:

- A collaborative and efficient work environment.
- A solid and competent team with a strong commitment to the cause.
- A salary between \$90,000 and \$120,000, depending on the qualification and experience.
- A comprehensive and generous benefits package, including dental care, life insurance, vision care and more.

## How to apply

BNP Philanthropic Performance has been mandated by the Native Women's Association of Canada for this recruitment mandate. To submit your interest in the position, please send your resume to Daniel H. Lanteigne, CSA, C.Dir., CFRE, CHRP by email at [talent@bnppperformance.com](mailto:talent@bnppperformance.com).

**Preference will be given to First Nations, Métis, Inuit and women and gender diverse of Indigenous ancestry, please self-identify.**

If this position is not for you and you wish to begin or continue a rewarding career in the philanthropic sector, please feel free to send your resume so that it can be analyzed and kept by our team.

## Statement of Inclusion, Diversity, Equity and Access (IDEA) and Reconciliation

BNP Philanthropic Performance and the Native Women's Association of Canada promote diversity and respect for differences. We guarantee a process free of discrimination.

In addition, BNP Philanthropic Performance encourages applications from women, Indigenous Peoples (First Nations, Inuit and Métis), visible and ethnic minorities, 2SLGBTQIA+ and people with disabilities.

If you do not meet 100% of the requirements, we still invite you to apply if the job and organization are aligned with your values, aspirations and generate great enthusiasm. We recognize that people from diverse backgrounds are less likely to apply for jobs if they do not meet all of the requirements and want to help eliminate this barrier to career advancement.

If accommodations are needed at any stage of the process, please send a request to [talent@bnppperformance.com](mailto:talent@bnppperformance.com).

## Language requirements

In accordance with recent legal regulations regarding language requirements for employment, the Native Women's Association of Canada requires proficiency in a second language, other than French, namely English. This requirement is based on internal validation and the operational needs of the position.

## Privacy

All information received will be treated confidentially and only selected candidates will be contacted. In addition, detailed applications and resumes will only be presented to the client after prior authorization has been given during an exploratory interview.

## Professional ethics

The recruitment process is carried out by a specialized talent and governance team composed of members registered with the Ordre des conseillers en ressources humaines agréés. BNP Philanthropic Performance therefore respects the highest standards of professional ethics and complies with the *Code of Conduct - Executive Search Consultants* and the *Code of Ethics* of the Order.



## Transparency of the recruitment process

We pride ourselves on making our recruitment process transparent to both our clients and talent. As part of the process agreed upon with the Native Women's Association of Canada the following are the expected steps.

### Submitting your application

Send your resume to [talent@bnppperformance.com](mailto:talent@bnppperformance.com). Your application will be reviewed quickly and you will be contacted if you meet our client's expectations.

### Exploratory interview

We will contact you to schedule an exploratory interview to discuss the organization, the position and your track record.

### Recommendations to the client

Following various interviews, a list of potential candidates will be presented and discussed with the client who will identify the people who will move on to the next step.

### First selection interview

A structured interview will take place with a recruitment committee made up of the Chief Executive Officer, the Chief Human Resources Officer and the Senior Project Officer.

### Taking references

Following your authorization, NWAC will contact your references to discuss your past experiences.

### Background check

Given the position and the organization, it is expected that a background check will be conducted, if you are the successful candidate for the position.

### Job offer

Finally, a job offer, or contract will be written and presented to you, if you are selected for the position with the Native Women's Association of Canada.

*These steps could be adjusted according to the context and the evolution of the process. If your application is not successful, we will follow up with you.*

