



Haliburton Highlands Health Services Foundation

Executive Director

Posted On: August 13, 2026

Closing On: September 21, 2026

Location: Haliburton, ON

Employment Type: fulltime

Level: management

Salary Range: \$140,000 - \$175,000

Website: <https://kciphilanthropy.com/kci-talent/>

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THE OPPORTUNITY

Haliburton Highlands Health Services Foundation (HHHS Foundation) is seeking a dynamic and engaging Executive Director to lead the Foundation through its next stage of growth as it prepares for the most significant fundraising campaign in its history.

Reporting to the Foundation Board of Directors and leading a committed staff team, the Executive Director will bring strong leadership, governance and fundraising experience to guide the Foundation towards the achievement of ambitious fundraising goals. As a strong relationship builder who is highly collaborative, the Executive Director will implement a revenue generation plan that will start with a strong focus on stewarding existing donors.

Collaborative and authentic, the Executive Director will be a proactive, community-oriented networker who will engage with donors, grateful patients, clinicians and hospital staff, as well as the broader community to foster and grow the culture of philanthropy both internally and externally.

Working closely with the Foundation Board of Directors, the Executive Director will execute the Foundation's revenue generation plan, support the Board and Committees and develop, administer, and monitor the annual budget, providing regular reports on business objectives. Bringing previous experience working with Boards of Directors, the new Executive Director will support the Board through growth at the Foundation as it evolves over time.

Leading a small team of two direct reports that will grow in alignment with fundraising success related to the revenue generation plan, the Executive Director will be both the strategic leader and the primary fundraiser, providing vision and direction while personally leading donor engagement, fundraising initiatives and day-to-day operations in a highly hands-on role. The Executive Director will coach, mentor and grow the team with a focus on staff development and retention.

In collaboration with the Haliburton Highlands Health Services (HHHS) leadership team, the Executive Director will ensure key communications and marketing activities raise awareness, increase impact and are well aligned with the objectives of HHHS.

HHHS Foundation looks forward to welcoming a new Executive Director to the Foundation who may already be a part of this beautiful community or who will eventually make it their home. HHHS Foundation is very open to candidates who may not have previous connection to or knowledge of the community, as well as those who do.

ABOUT HALIBURTON HIGHLANDS HEALTH SERVICES

Haliburton Highlands Health Services promotes wellness and provides access to essential, high quality clinical programs including Primary Care, Hospital (Acute Inpatient and Emergency Care at the Haliburton site) Long-Term Care, End-of-Life Care, Mental Health & Addictions Services, Physio, DEN/Gain, and Community Support Services for the residents, cottagers, and visitors of Haliburton County and the surrounding areas.

HHHS encompasses two sites, one in Haliburton and one in Minden. The HHHS Haliburton site includes 15 patient beds in their Acute Care and Emergency Department, serving both in-patient and out-patient requirements 24 hours a day, 7 days a week. The site also includes 2 beds in the Palliative Care Centre, along with Radiology, Physiotherapy, CT, Mammography, Ultrasound, and the main Administration offices. Highland Wood, a 30-bed Long-Term Care facility is located at the Haliburton site of HHHS, and Community Support Services is adjacent to the hospital, just across the parking lot.

We welcome community members to leverage our Minden Health Hub for Urgent Care support, X-ray, Bone Densitometry and Physiotherapy, mental health services, and others. Program offices for HHHS Supportive Housing and the Diabetes Education Network are located on the second floor in the Community Health area. Hyland Crest, a 62-bed Long-Term Care facility is an integral part of the Minden facility. Geriatric Assessment and Intervention Network offices are also adjacent to HHHS Minden at 8 Winchester Street.

HHHS 2025 – 2028 Strategic Plan

The Hospital accomplished Accreditation with Commendation by Accreditation Canada. This recognition acknowledges the professionalism and care that HHHS consistently delivers and reflects our ongoing commitment to supporting the health and wellbeing of our community. This achievement would not have been possible without the unwavering dedication of our staff and the trust of our patients, residents and clients.

Master Planning

Haliburton Highlands Health Services is undertaking a comprehensive planning initiative with all levels of government and Ontario Health to address the current and future healthcare needs of Haliburton County and the surrounding region.

Over the next 20 years, the population in HHHS' catchment area is expected to increase by 22%, while the 80+ population will grow by 59% in the next 10 years (Ministry of Finance data as required by Ministry of Health). This demographic shift brings opportunities to improve access to primary care, emergency services, and long-term-care across the County of Haliburton.

This Master Planning effort represents a unique and much-needed opportunity in the history of HHHS to rethink and revitalize our healthcare infrastructure. By addressing these critical issues, we can build a healthcare system that is robust and capable of meeting the needs of our community both now and into the future.

HHHS' vision for the future is to be the model of excellence in rural healthcare. We are rethinking and optimizing health and wellbeing in Haliburton County where residents and visitors have access to primary care, emergency care, acute/inpatient care, ambulatory/outpatient care, community support services and programs, and long-term care.

ABOUT HALIBURTON HIGHLANDS HEALTH SERVICES FOUNDATION

A Foundation for the Health of the Highlands, the Haliburton Highlands Health Services Foundation (HHHS Foundation) is a registered Canadian charity that supports the hospital and health care facilities throughout Haliburton County. Through philanthropic support, the Foundation funds capital projects, medical equipment, education programs and community support services that enhance local health care. The Foundation does not provide funding for the ongoing, day-to-day operations of health care facilities.

2026-2027 Focus

The HHHS Foundation is committed to building for the future, growing successful fundraising initiatives, and remaining accountable to our community while being recognized as a leading not-for-profit in Haliburton County.

In 2024, HHHS Foundation successfully launched a \$4.3M capital equipment campaign, *Here for You in the Highlands*, to upgrade and add lifesaving and much needed diagnostic tools including a CT scanner. At the time, Haliburton was the only county in Ontario that did not have a CT scanner.

The campaign concluded on November 1, 2024, nine months after it was launched, having raised more than \$6.2M, enough to fund the replacement of aging X-ray equipment in addition to its original goals. The Campaign Cabinet worked to raise the funds and broaden the donor base for the Foundation, including reaching further in the communities that surround the hundreds of lakes in the county. Through these efforts, the Foundation was able to report that 47% of donors to the campaign were new to the Foundation. As a result of the success, in October 2024, the HHHS Foundation was honoured with the 2024 Not-For-Profit of the Year award by the Haliburton County Chamber of Commerce.

In 2026, we continue to strive for excellence and raise funds for much needed new equipment in all areas of HHHS including the emergency department, acute care, long term care, and women's clinic. The HHHS Foundation works closely with the leadership of HHHS as we look to the future, planning for growth and innovation. We are in the early stages of planning to fundraise for the "local share" of capital improvements expected through the Future of Care Master Plan, more information available at hhhs.ca/master-planning.

ADDITIONAL INFORMATION

- [HHHS Foundation website](#)
- [About the Foundation & Board of Directors](#)
- [2025 Year End Impact Report](#)
- [2024-2025 Annual Report](#)
- [Ways to Give](#)
- [Events](#)
- [News](#)
- [HHHS website](#)
- [HHHS Strategic Plan 2025 – 2028](#)

KEY AREAS OF ACCOUNTABILITY

Strategic Leadership, Governance & Operations:

- Work collaboratively with the Board of Directors to drive the overall Foundation strategy and planning in support of a culture of growth and success, including the development of an annual operating plan that sets out fundraising goals and objectives, activities, resource requirements and an implementation plan.
- Deliver and monitor the annual operating plan, implementing strategies and tactics that position the Foundation for growth in alignment with strategic objectives and the Revenue Generation Plan.
- Build a collaborative, mutually beneficial relationship with the President & CEO of HHHS that supports a unified approach to patient-centred fundraising.
- Engage regularly with relevant clinical and other members of the HHHS Senior Leadership Team to ensure the Foundation has a solid understanding of current and future needs and that those teams are oriented and engaged with the cultivation, recognition and stewardship of major donors, and other relevant activities and initiatives of the Foundation.
- Develop, recommend and implement Foundation policies, in cooperation with and for approval by the Board of Directors, strengthening them to increase overall accountability.

- Identify, assess, monitor and inform the Board of internal and external risk factors, which may affect annual objectives.
- Co-ordinate activities of the Board and its committees and prepare all materials for Board meetings on a monthly basis, acting as Secretary to the Foundation Board of Directors
- Implement effective and efficient business systems to manage the affairs of the HHHS Foundation.
- Work with the auditor to ensure that audited financial statements are produced on an annual basis.
- Ensure the Foundation meets all statutory and regulatory reporting obligations by overseeing the preparation, accuracy, and timely filing of the annual CRA Registered Charity Information Return (T3010), lottery licence reports, corporate filings, and other required reports.

Fundraising:

- Serve as the chief development officer, leading the planning, development, execution and evaluation of a long-term vision to increase the Foundation's fundraising revenue as outlined in the Revenue Generation Plan.
- Directly manage a personal portfolio of prospects and donors including individuals and foundations, and strategic partnerships with corporations and other organizations.
- Continuously review and revise fundraising programs for maximum success.
- Ensure all fundraising programs and practices adhere to the highest ethical and professional standards.
- Build a culture of philanthropy in partnership with the Board of Directors, Foundation staff and the HHHS team that proactively demonstrates to donors that their support and engagement matters and has important impact on people in our communities.
- Strategically plan and implement exemplary donor stewardship programs and timely donor communications.
- Develop opportunities that focus on new potential donor segments and demographics, attract new potential donors from various demographics and elevate the giving of current donors.

- Develop strategies and action-oriented plans to enhance the Major Gifts, Planned Giving, Grateful Patient and Annual Giving programs, while preparing for the next major campaign.
- Lead the development, production, and execution of all fundraising and donor solicitation materials, ensuring compelling messaging, brand consistency, and alignment with Foundation priorities.
- Design, implement, and continuously enhance donor relations and recognition programs that strengthen engagement, foster long-term relationships and inspire increased philanthropic support.
- Oversee the coordination of gift acknowledgement, tax receipting, tracking and monitoring of all donations and pledges.
- Evaluate the effectiveness and efficiency of fundraising programs and activities, making recommendations to the Board of Directors for improvements.
- Actively participate in ongoing learning and development, maintaining an active membership in professional associations dedicated to philanthropy and fundraising in order to develop and enhance skills.

Team Leadership:

- Ensure the effective recruitment, supervision, development and evaluation of Foundation staff, conducting performance reviews on all employees of HHHS Foundation staff.
- Manage, coach and mentor the staff team toward meeting Foundation goals and objectives.
- Establish individual and team goals and performance targets with measurable outcomes that are assessed on a regular basis.
- Ensure appropriate personnel policies and procedures are developed and maintained.
- Assist in the recruitment, orientation and ongoing support of the Board and other senior volunteers, supporting their ability to complete Foundation-related activities that ensure the fundraising needs of HHHS Foundation.

Community & Public Relations:

- Act as the main representative and spokesperson for HHHS Foundation externally in the community, with media and at events, building and maintaining relationships that support greater philanthropic support for the Foundation.
- Develop and oversee an annual communications program in alignment with HHHS that promotes and supports revenue generation goals.
- Proactively deepen and maintain a high profile in the community through active involvement in community events and social organizations to promote support for the Foundation.
- Strengthen Foundation communication channels (website, social) and other activities and technology in conjunction with the creation of an updated marketing and communication plan.
- Develop and maintain a positive relationship with local businesses, local government agencies, potential donors, volunteer groups, the media and the community in general.
- Coordinate development and production of written, audio and visual communications as well as social media content.

QUALIFICATIONS AND KEY COMPETENCIES

- Progressive senior fundraising leadership experience in the non-profit sector that includes fundraising accountability.
- Demonstrated knowledge of and success in a broad range of fundraising programs, including major gifts, capital campaigns, annual giving, direct mail, corporate sponsorships, events, planned giving, lottery and/or donor stewardship.
- Demonstrated success developing and implementing fundraising strategies that grow revenue, strengthen donor relationships, and support organizational priorities.
- Proven ability to cultivate, solicit, and steward donors, corporate partners, physicians (or similar), and community leaders to achieve fundraising goals.
- Experience engaging a variety of audiences in fundraising and community engagement initiatives (such as, clinicians, hospital leadership, volunteers, and board members).

- Experience working with a Board of Directors, volunteers, and committees, including supporting governance and strategic planning activities.
- Conversant with the rules and regulations governing a charitable Foundation with up-to-date knowledge of issues, trends and innovation that can support results in the non-profit sector.
- Sound financial management skills, including experience with budget development, financial oversight, reporting, and analysis.
- Demonstrated ability to recruit and develop talent and build high-performing teams.
- Exceptional communication, presentation, and relationship-building skills, with the ability to engage diverse audiences and inspire support.
- Strong negotiation, problem-solving and conflict-resolution skills with the ability to deal with complex strategic and operational issues.
- Strong organizational and project management skills, with the ability to manage multiple priorities and meet deadlines in a fast-paced, hands-on environment.
- Self-motivated, resourceful, and adaptable, with the ability to work independently and deliver results in a small-team environment.
- High level of professionalism, integrity, discretion, and respect for confidentiality.
- The desire to live and immerse themselves in the community, taking the time to learn its nuances and engage with its residents, both permanent and seasonal.
- Knowledge of tools and technology to support fundraising success and overall efficiency, including donor management and/or CRM database experience.
- Post-secondary degree in a related field and/or an equivalent combination of education and experience.
- A passion for healthcare philanthropy, with experience working in a healthcare environment is considered an asset, as is previous experience fundraising in a similar, rural community.
- Previous experience working on or leading a capital campaign is an asset.

FOR MORE INFORMATION

KCI Search + Talent has been retained to conduct this search on behalf of Haliburton Highlands Health Services Foundation (HHHS Foundation). For more information about this opportunity, please contact Jill Anderson, Associate Vice President, KCI Search + Talent by email at: HHHSF@kcitalent.com.

Interested candidates should send their resume and letter of interest to the email address listed above by **September 21, 2026**. All inquiries and applications will be held in strict confidence.

To view full executive brief, please visit www.kcitalent.com

Foundation staff currently work full-time in the office, with flexibility as needed and for travel for donor, community and hospital partner engagement. The salary range for this role is \$140,000 – \$175,000, plus a benefits and pension plan.

At HHHS Foundation, we recognize and respect the contributions that a diverse team can make to our healthcare system and at the Foundation. We welcome candidates of diverse backgrounds, abilities, and identities to apply. If you require assistance or accommodations in the recruitment process, please advise the Search Consultant for prompt support.

This posting is for a current vacancy. Artificial intelligence will not be used to screen resumes nor assess candidates in this search.