Job Posting
Marketing Advisor (interim)

Helping to give all kids the best chance to live a long and healthy life — that's what we do at the Stollery Children's Hospital Foundation. Is that what you want to do, too?

When we celebrate a team member taking time off to look after their own child who is new to their family, it creates an exciting opportunity for someone to join our team for an interim period in an effort to move our goals forward. We anticipate the term for this position to be 11 – 12 months.

The position

We are looking for a Marketing Advisor to help bring our vision to life by driving marketing strategy and execution that fuels donor engagement and fundraising success.

If you're a creative thinker, a strong project manager, and love seeing your work make a real impact, this role is for you. You'll support fundraising streams, lead campaigns, and deliver content and marketing assets that inspire people to give.

The Stollery Children's Hospital Foundation (the Foundation) is strongly committed to an inclusive, respectful and equitable workplace that represents the communities we serve. We value applicants with a diverse range of skills, experiences and competencies, and especially welcome applications from racialized persons/persons of colour, Indigenous Peoples, persons living with disabilities, 2SLGBTQIA+ persons and others who may contribute to the further diversification of ideas.

Key responsibilities

Reporting to the Manager, Marketing & Communications, you will:

Marketing strategy & execution

- Act as a project manager and lead marketing planning and implementation for National Partnerships and Partnership events, while working closely with the Philanthropy and Marketing External Relations & Communications (MERC) teams to support donor engagement and recognition
- Support Manager, Marketing & Communications on Signature events and Mighty Millions Lottery needs
- Support Manager, Design on all procurement and swag needs. This involves helping coordinate procurement, swag and signage orders, while managing inventory of all swag and signage items.
- Develop and execute marketing tactics to support Foundation priorities, including campaigns, stewardship, donor experience and events
- Collaborate with both internal and external teams/vendors to deliver high-impact marketing assets across digital, print and in-person channels
- Act as a brand steward, ensuring marketing assets reflect current messaging and brand standards

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Content & creative development

- Draft compelling, on-brand content for marketing deliverables, including web, social, print, email and advertising
- Manage coordination and delivery of social media content calendars, scheduling posts and monitoring engagement in partnership with other Marketing team members
- Work closely with subject matter experts and stakeholders to support content creation, storytelling and audience-focused messaging

Campaign & brand support

- Support the delivery of campaign-related initiatives, including advertising, marketing materials, brand awareness and public engagement efforts
- Ensure alignment across all marketing materials and channels

Project & process management

- Manage project timelines, assets, approvals and documentation for assigned portfolios and projects
- Submit and track invoices related to marketing and communications expenses, including vendor and partner invoices for MERC

Collaboration & relationship management

- Serve as a key liaison to assigned fundraising teams, providing expert marketing advice and solutions
- Build and maintain relationships with vendors, partners and internal stakeholders
- Represent the MERC team on cross-functional working groups and at events as needed

Other:

- Serve as a Foundation representative on various internal and external committees and working groups
- Actively promote, participate in and be an ambassador of the Foundation's fundraising activities and events

As our ideal candidate, you're someone who is:

- Educated, ideally with a bachelor's degree or diploma in a related field (e.g., marketing, communications or public relations)
- Experienced, with a minimum of three to five (3-5) years in a marketing role, preferably in a non-profit, agency or events environment
- Experienced, managing multi-channel marketing campaigns and assets
- An exceptional writer, editor and storyteller, with a strong understanding of branding and audience segmentation
- Able to demonstrate strong written and verbal communication skills
- A highly creative thinker and innovative in their approach

- Committed to equity, diversity and inclusion in marketing practices
- An expert with digital platforms and tools (e.g., social media, email marketing, scheduling tools including Sprout Social)
- Experienced in event marketing
- Approachable, open, self-motivated, accountable, flexible, tactful and professional
- Skilled at navigating changing priorities and creatively overcoming challenges in a fast-paced, agile environment
- Positive with a solution-focused attitude who can take initiative and work both independently and as part of a dynamic team
- Able to work flexible hours, evenings and weekends, and travel as required
- Passionate about children's health and building grassroots movements

Additional information

- Our successful applicant will be required to undergo a background and credit check
- Our successful applicant will be required to maintain a valid driver's license and access to a properly insured vehicle

The salary range for this position is $67,000 to $75,000 annually.

If this position describes you and you're motivated to make a difference in the lives of children, we invite you to submit your cover letter and resumé. This position will remain open until April 14, 2026 or until we find a qualified candidate who's a great addition to our vibrant culture.

To apply, please email: jobs@stollerykids.com
**** Enter "Marketing Advisor" in the subject line.**