



Job posting Development officer, national partnerships

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?

The position

Reporting to the director, national partnerships and events, the development officer, national partnerships is responsible for advancing the mission of the Stollery Children's Hospital Foundation by fostering strong relationships with national partners, the Children's Miracle Network (CMN), Canada's Children's Hospital Foundations (CCHF) and other children's hospital foundations. This role works with partners to develop and enhance their campaigns, maximizing the revenue potential for CMN, CCHF and the Foundation.

Everything we do is for Stollery kids and their families. As a member of our team, you'll work in a trust-based, collaborative culture, with solution-focused team members who encourage ideas, take initiative, embrace change and celebrate successes.

The Stollery Children's Hospital 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, LGBTQ+ persons and others who may contribute to the further diversification of ideas.

Key responsibilities

Reporting to the director, national partnerships and events, you will:

Manage a national partner portfolio of CMN/CCHF partners:

- Advance CMN/CCHF partners through the donor cycle, identifying opportunities to maximize revenue potential for the Foundation
- Determine interests of partners and identify opportunities to align their community investment and business interests with those of the Foundation and CMN/CCHF
- Engage with CMN/CCHF partners through in-person visits and developing and presenting Foundation impact and stories
- Develop and deliver compelling proposals and presentations to gain commitment for further action and support of the Foundation and CMN/CCHF from local CMN/CCHF national partners
- Actively and creatively promote campaigns to all levels of partner employees to maximize engagement and fundraising
- Engage other Foundation team members to help promote and support major campaigns including day of on-site presence
- Ensure alignment of CMN/CCHF activities with priorities for the Foundation
- Develop and implement local annual stewardship plans for CMN/CCHF partners, collaborating with other Foundation team members
- Develop and implement local annual stewardship activities for CMN/CCHF partners, collaborating with other departments in the Foundation and aligning with Foundation guidelines



Job posting Development officer, national partnerships

- Collaborate with CMN/CCHF and the Foundation to resolve partner-related issues and to maximize opportunities
- Ensure accurate partner information is maintained in Raiser's Edge and CMN/CCHF information systems in a timely manner
- Meet or exceed quarterly activity targets
- Provide input to the Stollery national partnerships team to assist with the creation of reports
- Collaborate with the Stollery and national CMN/CCHF team on partner relationships and provide input to the director for decision making
- Leverage data to make effective campaign decisions to maximize revenue
- Fill in for the senior development officers and program director, national partnerships during absences

Support the development and implementation of partner events and campaigns:

- Work with CMN/CCHF partners to develop creative campaigns that support objectives and revenue targets/growth
- Work with local corporate committees and event volunteers to move an event through to successful completion within budget
- Ensure appropriate event recognition
- Assist the Stollery national partnerships team with promotion and stewardship during partner campaigns and events

Build relationships with key CMN/CCHF partners:

- Build relationships with Canadian hospital foundation partners affiliated with CMN/CCHF, sharing ideas and best practices to grow revenue generation and engagement opportunities
- Participate in the CMN/CCHF organization, enhancing the philanthropic role of the organization and its relationship with the Foundation
- Attend meetings and conference calls, share ideas and look for opportunities to enhance the CMN/CCHF success

Leadership:

- Represent the Foundation's values at all times and be an example for others
- Actively promote, participate in and be an ambassador of the Foundation's fundraising activities and events to build relationships and further the work of the Foundation
- Keep current on fundraising best practices and environmental trends

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

- Educated, ideally with a bachelor's degree or diploma in a related field or a combination of equivalent skills and experience
- Able to demonstrate fundraising and/or sales knowledge and has a minimum of five (5) years of related experience
- Experienced in donor management and event management and implementing successful revenue generation programs



Job posting Development officer, national partnerships

- Able to demonstrate strong written and verbal communication skills with the ability to make compelling presentations
- Able to work with a wide variety of personalities and situations with discretion; a confident, insightful and skilled relationship builder
- A strong sales and marketing professional, with the ability to manage a variety of accounts at different stages of development
- Able to demonstrate strong planning and organizational skills; able to translate plans into action
- Curious and resourceful
- Approachable, self-motivated, accountable, flexible, tactful and professional
- Passionate about children's health and building grassroots movements
- Able to thrive in a dynamic, deadline-driven environment, carrying multiple projects at once
- Positive with a solution-focused attitude who can take initiative and work independently, yet thrive in a highly collaborative and integrated team
- Able to demonstrate excellent administrative skills, with experience in the Microsoft Office suite of products and Raiser's Edge database management
- Able to work flexible hours, evenings and weekends, and travel as required

Additional information

- The Stollery Children's Hospital Foundation requires all employees and new hires to be fully immunized against COVID-19, and to provide proof of this immunization. Employees who cannot be fully immunized on the basis of a protected ground (i.e. medical or religious) may request an exemption.
- Our successful applicant will be required to undergo a background and credit check.

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 we find a qualified candidate who's a great culture fit.

To apply, please email: Jobs@stollerykids.com

**** Enter "Development officer, national partnerships" in the subject line.**