



## JOB POSTING #2022-069

Internal / External Posting

Out of Scope

Posting Date: September 15, 2022

Salary: \$83,500 – 85,000 per annum

**Opportunity:** Manager, Fund Development  
**Hours:** 40 hours per week (1.0 FTE)  
**Deadline Date:** Extended till October 13, 2022

WHC is committed to the development of a staff team that reflects the diversity of the communities we serve. We strongly encourage persons who reflect the diversity of our clients to apply. We welcome and encourage applications from all women\*, racialized and indigenous people, people with disabilities, and members of the LGBTQ community. We invite applicants who can contribute to the mission, vision and values of WHC, and the achievement of its strategic plan through collaboration and teamwork.

### **Our Vision, Mission & Values:**

Women's Health Clinic (WHC) provides accessible, woman-centred services, creates strategic partnerships and advocates for system change.

We work toward the vision of having equitable health and wellness services within and beyond WHC, delivered through a feminist lens.

All our work is guided by our values – choice, inclusion, social justice, innovation and integrity.

### **Position Summary:**

The Manager, Fund Development is a new and exciting opportunity that will lead the development of the fundraising department to include online and social media opportunities, corporate support, individual giving, major gifts, and legacy giving. Reporting to the Executive Director, this position is responsible for planning, developing, implementing and managing activities that will increase, diversify, and sustain support from community philanthropy. WHC is undertaking a capital campaign and this position will work in tandem with campaign management to ensure efforts are coordinated and opportunities are maximized. This position also plays an integral role in creating and contributing to an organization-wide culture of philanthropy, and is the lead fundraising and revenue generating member of the team. Additionally, this role is responsible for engaging donors to meet fundraising goals, creating and implementing a cohesive strategy for appeals, events, donor activity and fundraising communications.

### **Our Requirements:**

The ideal candidate is a self-motivated, organized and detail-oriented individual. The successful candidate will possess excellent analytical, verbal and written communication skills and be able to work to strict deadlines while contributing to a professional working environment.

### Candidates must have:

- Post-secondary degree or diploma in relevant field (Public Relations, Fund Development, etc.), plus 5 years of experience in fundraising, including Leadership roles. A combination of education and experience may be considered.
- Demonstrated success in fundraising.
- Experience in project management and creating effective systems.
- Experience using Donor Perfect donor-tracking software.
- Experience with annual campaigns, capital campaigns, business philanthropy and an understanding of individual giving cycles.
- Demonstrated human resource knowledge and experience.
- Ability to use tact, diplomacy, and observe social protocol related to public relations.
- Demonstrated interpersonal, problem-solving, leadership and presentation skills.
- Ability to thrive in a dynamic, fast paced environment with frequently changing priorities.
- Knowledge of barriers that impact BIPOC & 2SLGBTQIA+ communities accessing health care.
- Understanding of the importance of working with a diverse, interdisciplinary team to create an inclusive and collaborative work environment that integrates principles of intersectional feminism, anti-oppression, anti-racism, decolonization and harm reduction into all interactions with staff, clients and community members.
- Understanding of the impacts of settler colonialism on the health and wellness of Indigenous people and the steps that need to be taken to address colonialism and anti-Indigenous racism in the non-profit sector.
- Satisfactory Criminal Record check and Child Abuse Registry check.

### **Assets:**

- Experience in healthcare or a nonprofit work environment
- Certified Fundraising Executive (CFRE) designation
- Proficiency in both official languages, or other language(s).

### **HOW TO APPLY:**

**Reference:** "JOB POSTING #2022-069" in ALL correspondence

**Email cover letter and cv to:** [WHChr@womenshealthclinic.org](mailto:WHChr@womenshealthclinic.org)

For a full position description go to: <http://womenshealthclinic.org/get-involved/jobs/>

**We thank all applicants for their interest. Only those candidates who are selected for an interview will be contacted.**

*\*We use an inclusive definition of "women" and welcome Two-Spirit, gender queer, trans and non-binary people to Women's Health Clinic. For more information on our programs and who we serve, visit [www.womenshealthclinic.org/whoweserve](http://www.womenshealthclinic.org/whoweserve).*