

DIRECTOR, DEVELOPMENT

Peace Arch Hospital & Community Health Foundation is a dynamic fundraising organization committed to raising funds and awareness to enhance health and wellness in our community. We are a passionate team of staff and volunteers that have worked together to raise more than \$100 million in the 25-year history of the Foundation. We are now preparing for our next stage of growth and the launch of our next campaign project.

Position summary

- Member of the leadership team and reports directly to the Executive Director
- Oversees the strategy and management of the delivery, growth and sustainability of the Foundation's annual, major, planned gifts, events and donor relations programs
- Establishes and implements short and long-term department goals, policies and procedures
- Effectively leads a staff team to implement the Foundation's strategic goals and objectives
- Maintains and develops a pipeline of Planned and Major Gift donors
- Primary staff support to several fundraising committees

Education & Qualification

- Diploma or degree or designation in fundraising, not-for-profit management, marketing and communications or an equivalent combination of education and experience
- 10+ years progressive fundraising experience; with at least 5+ years experience working at a senior management level
- Must have demonstrated major gifts and/or planned giving fundraising experience
- Participation in a Capital Campaign is an asset
- A team player that can meet deadlines and manage multiple priorities from various internal and external stakeholders
- Well-developed analytical and planning skills, able to provide advice, solve problems and implement improvements
- Committed to delivering excellent customer service, have strong communication and interpersonal skills
- Strong computer skills (experience with Microsoft Outlook and Raiser's Edge is an asset)
- Outstanding attention to detail and exceptional organization skills

Applicants should send a resume and cover letter including salary expectation by April 24, 2015 via email to Janice Stinson, Executive Assistant at janice@pahfoundation.ca. We thank all applicants for their interest, however only those being interviewed will be contacted.