



Development Officer, Major Gifts Fund Development

Job Posting No: ACF-2019-002
Location: Calgary, AB
January 23, 2019

Position Close Date:

The Alberta Cancer Foundation stands alongside every Albertan who hears a cancer diagnosis. And although we are a fundraising organization, we do not exist to raise money... we raise money as a means to an end.

Through the generosity and commitment of our donors and working with our health-care partners, we invest donor dollars with a clear line to patient outcomes that provide real-life returns. We push for impacts that our donors want to see: cancer patients returning to their lives; parents returning to young children; employees returning to work, and most importantly... we provide hope.

The Opportunity:

Reporting to the Director, Fund Development South, the Development Officer, Major Gifts is part of the Fund Development team responsible for an integrated fundraising model. This position is specifically responsible for managing prospective and active donors who give in excess of \$10k.

Responsibilities:

- Manage a portfolio of major gift prospects and donors who are in various phases of the development cycle, including identification, cultivation, solicitation and stewardship.
- Lead the personal solicitation of assigned donors and cultivate existing donors who have capacity for larger support, including planned gifts.
- In collaboration with the Director, establish solicitation strategies to engage and move donors up the donor pyramid, recommending specific purpose aligning with Foundation priorities and level of gift.
- Creating stewardship plans for assigned donors in conjunction with the Manager of Stewardship, including facility tours, hosting meetings or events and distribution of progress reports to donors
- Using a variety of tools, including analytics, referrals, and prospect research, to identify and qualify new major gift prospects for the pipeline.
- Represent major gift interests and perspectives in all Foundation activities.
- Develops networks with the research, medical staff & volunteers at the TBCC & other AHS Cancer Centres to create an understanding of, and to build trust in the Foundation.

This job might be for you if you have:

- Intermediate level of experience in complexities of major gifts, their nuances and resolutions.
- Proven experience in nurturing and developing a prospect pipeline for specific fundraising cases that align the organization's priorities with donors' interests.
- Knowledge of major gift fundraising, how wealth is structured, estate planning and tax aspects of charitable gifts, including relevant CRA legislation
- Initiative, ambition, great customer service, exceptional active listening skills and the ability to establish and keep strong relationships with anyone.
- Are able to manage multiple projects and priorities under tight deadlines and successfully direct and engage key relationships

Qualifications

- Post-secondary degree in a relevant discipline, including Business, Marketing, Communications, and/or combination of education, experience and training acceptable to the Foundation.
- Minimum of 5 years of direct fundraising experience in a charitable organization, demonstrating a track record in identifying and cultivating relationships.
- At least 2 years of experience in major gift fundraising (may include leadership giving).
- Experience in the management of internal relationships both with other departments whose work directly impacts the required outcomes from this position and related internal stakeholders (front line cancer care staff).
- Previous experience in health care philanthropy is an asset.

Apply Now!

Include **Job Posting No: ACF-2019-002** in the Subject line and attach a resume and cover letter to the ACF email address shauna.kalynuk@albertacancer.ca by January 23, 2019.

Alberta Cancer Foundation is an equal opportunity employer.

All successful candidates will be required to complete a Criminal Record Check.

We thank all candidates who are interested in this position, however only those chosen for an interview will be contacted. No phone calls or emails please.