



Development Director (18-20 Month Parental Leave Contract)

At United Way Guelph Wellington Dufferin we believe better is possible. Our purpose is creating lasting positive change. We are uniquely able to focus and unite people and resources to improve lives and build community, by creating support, connection, and opportunity. We believe our community and the people in it matter and know that we can help each other live better lives.

The Development Director plays a key role in United Way's shared responsibility for social good by achieving revenue growth and diversification through the development and implementation of impactful fundraising strategies. As an ambassador of our approach to philanthropy which emphasizes a community-centric fundraising approach and impactful giving opportunities, they build reciprocal and meaningful donor and volunteer relationships.

About you

- You are energized by the opportunity to connect donors with impactful giving experiences.
- You are a self-starter with a can-do attitude and are ready to move quickly to deepen engagement with our current donors and diversify our revenue. You value tried and true fundraising methods but also aren't afraid to innovate.
- You thrive as part of a team, building strong relationships, motivating and inspiring your colleagues, team, volunteers and donors.
- You love data and technology and use it to inform your work.
- You have a personal and professional commitment to anti-oppression, anti-racism and accessibility.
- You think creatively and strategically but are also willing and able to roll up your sleeves to get work done.

Responsibilities

- Have a clear understanding and passion for United Way's mission, vision, values and Community Impact Strategy, and inspire others to help mobilize our role in building a community where *everyone* can thrive.
- Develop, implement, and maintain a fundraising strategy to maximize and diversify revenue by enhancing current, and implementing new, revenue streams including but not limited to direct mail, major gifts, planned giving and online giving.
- Develop and implement an annual workplace campaign strategy incorporating annual goals, including campaign structure, plans and strategies for specific divisions, and completing a post campaign analysis.
- Maintain an active portfolio of corporate and individual donors and prospects by cultivating meaningful and reciprocal relationships.
- Work collaboratively and maintain open communication with the staff team across all functional areas to ensure efficient and positive results including directly supporting and advising on stewardship activities led by the Community Engagement Manager.

- Recruit and inspire volunteers to increase our capacity for fundraising activities including the Campaign Cabinet, affinity groups and other committees.
- Effectively use our CRM (currently Andar) to capture donor data, plan and monitor fundraising effectiveness.
- Set up appropriate monitoring mechanisms that ensure continued success and effectiveness of initiatives.

Management

- Manage, coach, and motivate the Development Team which includes two direct reports.
- Foster a workplace environment that is inclusive, productive and where every team member feels welcomed, proud to be on our team and enjoys coming to work.
- Help guide the organization as part of the team of Directors.
- Participate in the annual budget process, projecting accurate revenue and expenses and plans to support projected targets.

Requirements

- A strong track record with 5+ years of experience in fundraising strategy development and implementation of campaigns, planned giving, major gifts, corporate support, direct mail, and online giving.
- Champions anti-racism/anti-oppression, diversity, equity and inclusion and applies this lens to their work.
- Valid driver's license and access to a vehicle.

Desired Characteristics

- Exceptional communicator who demonstrates strong presentation and negotiation skills; capable of networking, building partnerships and proven success in cultivating corporate support and major gifts.
- Display a positive attitude, show concern for people and community, demonstrate presence and self-confidence.
- Proficient with CRM donor databases and online fundraising tools.
- A self-starter who is results-driven to initiate donor visits, fundraising/sponsorship calls and who is focused and motivated to meet/exceed financial targets.
- Strategic and collaborative; a team player and builder with a commitment to creating a positive and inclusive working environment.
- Ability to multi-task and pay attention to detail, accuracy, timelines and quality of work at all times.
- Knowledge of pressing social issues and non-profit organizations in the communities of Guelph, Wellington County and Dufferin County.
- As of June 2022, United Way suspended their COVID-19 vaccination policy. The Board of Directors reserves the right to reinstate it at a future date, if deemed necessary, based on Public Health guidance.

Here's what we have to offer

- A full-time (35 hours/week), contract position (18-20 months) with a salary range of \$72,000 - \$77,000 plus \$200/month in lieu of health & dental benefits. 3 weeks paid vacation, opportunities for training & development, and 12 paid days of personal time off to support the full scope of employee wellbeing.

- Paid statutory holidays include September 30 (National Day for Truth and Reconciliation Day) and three float days for other dates of personal or religious significance.
- A supportive, positive and engaging environment with a flexible and lifestyle-friendly atmosphere which includes hybrid work. We encourage the practice of No Meeting Fridays to allow time for project work.
- The opportunity to be part of a team tackling complex community issues, growing our revenue and impact, and making our community better for everyone.

How to apply

United Way Guelph Wellington Dufferin hires based on merit, is strongly committed to equity and diversity, and providing a welcoming and inclusive workplace. We especially welcomes applications from Indigenous persons, visible minority group members, women, persons with disabilities, people of all sexual orientations and genders, and others with the skills and knowledge to productively engage with diverse communities.

United Way Guelph Wellington Dufferin will provide accommodation to applicants with disabilities. If you require an accommodation(s) to participate in the application, interviewing, or selection process, please contact info@unitedwayguelph.com.

To apply please submit your cover letter demonstrating your excitement for this opportunity and your resume through [Charity Village](#) by July 23, 2023. We look forward to hearing from you!