

Job Posting:

Development Manager: Sponsorship, Stewardship & Community Outreach

The Calgary International Children's Festival is the third largest performing arts festival for children and young people in North America. We are a registered charitable organization and incorporated as a society in the Province of Alberta.

As we enter into our 23rd year we are seeking an enthusiastic, tenacious, and well-organized individual to become our Development and Outreach Manager.

Working closely with the Festival's Artistic Director to support new and evolving creative initiatives, the successful candidate will be responsible for developing and maintaining sponsor and donor communications and initiatives, and leading the Festival's Outreach program.

Reporting to the General Manager this key member of the Festival team is involved in corporate and community incentives and must be equally comfortable in the corporate and not-for-profit sectors. Related experience with an arts organization is preferred.

Qualifications include:

A passion for the arts and an interest in theatre for young audiences

The ability to think creatively and strategically

Excellent written, verbal, and interpersonal skills

A degree or diploma in fund development, marketing, communications or related field

Proficiency in computer programs including Word, Excel, and Powerpoint

Ability to work within tight deadlines

Excellent problem-solving abilities

Interested parties may submit a letter of application, resume and salary expectations to:

General Manager
Calgary International Children's Festival
205 – 8th Avenue SE
Calgary, AB
T2G 0K9 ATTN: Fund Development

NO PHONE CALLS PLEASE

Only those individuals selected for an interview will be contacted.