



Director of Development

The Arthritis Society is Canada's principal health charity which empowers the nearly 4.5 million Canadians with arthritis to live their lives to the fullest by combating the daily limitations of arthritis. In the last 60 years, The Society has invested more than \$165 million towards arthritis research to develop better treatments and, ultimately, find a cure.

The Arthritis Society, Alberta and NWT Division is seeking a dynamic, results-focused Director of Development to lead the fund development program. This position reports to the Executive Director and is a key member of the Society's leadership team.

Responsibilities:

- Provide leadership to and ensure the effective execution of all aspects of the division's fund development program
- Develop policies and practices that facilitate revenue development including evaluation and adoption of best fundraising practices
- Lead the fund development team for the Alberta Division including budget preparation and human resource management
- Provide mentoring and coaching for fund development team demonstrating commitment to growth and development of staff
- Partner with the Communications Manager to define, refine and execute communications and marketing campaigns, plans and programs designed to support fund development initiatives
- Provide leadership in developing and recruiting a divisional Fund Development Committee of senior volunteers to support implementation of initiatives
- Cultivate relationships with donors and other stakeholders
- Facilitate the ongoing stewardship of donors to maintain support and a positive image for The Society
- Develop corporate partnerships and ensure they are effectively supported
- Grow existing programs such as events, major gifts and sponsorship programs including research and solicitation strategies
- Develop and implement a planned giving program

Desired qualifications include:

- Ability to represent The Arthritis Society's mission, vision, goals and fund development program with the highest professional standards
- Demonstrated experience in developing and implementing an integrated fund development program including major gifts, planned giving, annual giving and special events
- Knowledge and experience with individual, corporate and foundation solicitations
- Capacity to work easily and effectively with a wide range of people, build relationships, be articulate and engaging and possess interpersonal skills to relate to and motivate prospective donors
- Excellent time management, communications, decision making, presentation and organizational skills
- Strong leadership skills with the ability to think strategically and creatively
- Proven ability to inspire, motivate, mentor and develop staff and volunteers
- Proficient computer skills
- Willingness and ability to travel periodically and availability to work some weekends, evenings and early mornings
- A minimum of five years of fund development experience with at least two years in a management role
- Post-secondary education
- Member of AFP
- CFRE accreditation or working towards same and knowledge of Raiser's Edge are considered assets

We offer a competitive salary and benefits in addition to an empowering and supportive work environment. **This is a full-time position based in Calgary.**

Please forward your resume and cover letter to:

Barb Ferguson
Executive Director
The Arthritis Society, AB & NWT Division
careers@ab.arthritis.ca
Fax: (403)229-4232

Posting closes Wednesday, March 10 or when suitable candidate is found.

We thank all applicants; however only those selected for an interview will be contacted.

www.arthritis.ca