



Relationship Manager, Major Gifts

Who We Are:

We are the fundraising partner of the IWK Health Centre. Through the generosity and support of the Maritime donor community, we are committed to providing the best, and nothing less, right here in the Maritimes.

What We Need:

- A forward thinking relationship manager who knows how to disrupt the status quo and raise major gift revenues that will impact the children, women, youth and families we serve.
- Someone who is sales-focused and hungry to succeed; who knows how to drive results.
- A highly energetic and confident professional with a proven track record of building strong and diverse donor and client relationships.
- Someone who knows and understands their “Why”
- Someone interested in a career journey, not merely a job.

Position Responsibilities:

- Identify, qualify, cultivate, solicit and steward potential donor prospects (individuals, foundations, corporations) at the major gift level (\$50,000+), including the development of proposals and the negotiation of private gifts.
- Steward existing major gift donors ensuring pledge fulfillment and renewal/increase in funding.
- Meet or exceed individual fiscal revenue targets
- Work collaboratively with the Development Committee and community leaders to identify prospective donors within and outside of The IWK Foundation’s existing network.
- Conduct presentations at various meetings and events
- Assist in the development of written documents presented to prospects, donors, and volunteers, including: creation of briefing materials, proposals, Letters of Inquiry (LOI) and accountability pieces.
- Manage effective systems for tracking and cultivating existing and prospective donors through Raiser’s Edge.
- Work in compliance with ethics, IWK Foundation policies and the Donor Bill of Rights.
- Must have own car and be able to work evenings and/or weekends as required.

What Do You Do Now?

If this position speaks to you, and you are excited about the possibility of joining one of the most dynamic and entrepreneurial nonprofits in the business, we want to hear from you. Please provide a cover letter outlining your “WHY”, along with your resume and salary expectations to amy.carr@iwk.nshealth.ca. While all applications will be reviewed, only successful candidates will be contacted for an interview.

The IWK Foundation is committed to the principle of equal opportunity in its employment practices and to providing an environment free from harassment and discrimination for all employees.