



IWK Foundation

MAJOR GIFTS RELATIONSHIP MANAGER

FULL-TIME, PERMANENT

WHO ARE WE?

We are the IWK Foundation, on a mission to put women and children's health and well-being at the forefront of our community and support the IWK Health Centre. We are not a typical non-profit in that we are entrepreneurial, committed to transformation and change and raising millions of dollars to make a difference to the health and well-being of our region's women, children, youth and families—the best and nothing less, right here in the Maritimes! We are committed to the principle of equal opportunity in our employment practices and are looking for all kinds of talent to build a diverse workforce.

WE HAVE A TERRIFIC OPPORTUNITY FOR A MAJOR GIFTS RELATIONSHIP MANAGER BUT IT WOULD NOT BE FOR YOU...

- ... unless you understand your personal "WHY" you need to commit to be a champion of excellence in women and children's healthcare...
- ... unless you know "WHY" you need not just a job but a career in a dynamic and entrepreneurial organization that will set you up to succeed...
- ... unless you care to discover the "WHY's" of our Maritime and donor community and what a major gift would mean to those whose lives depend on the exceptional care of the IWK Health Centre...
- ... unless you are a highly energetic and confident professional who is sales-focused and hungry to succeed and drive results...
- ...unless you want to thrive with a dedicated team, where the right blend of autonomy and collaboration is encouraged.

SO... IF THIS CAREER OPPORTUNITY IS FOR YOU, YOU WILL...

- Identify, qualify, cultivate, and solicit potential donor prospects (individuals, foundations, corporations) at the major gift level (\$10,000+), including the development of proposals and the negotiation of private gifts.
- Steward Major Gift donors ensuring pledge fulfillment and renewal/increase in donor loyalty. } Meet or exceed individual activity and revenue targets.
- Work collaboratively with 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.
- Maintain Major Gift donor records, actions and notes in Raiser's Edge.
- Work in compliance with ethics, IWK Foundation policies and the Donor Bill of Rights.
- Have your own car and be able to work evenings and/or weekends as required.

AND... IF YOU ARE STILL CONVINCED THIS CAREER IS FOR YOU, WE WANT TO HEAR FROM YOU, SO...

Send a cover letter and resume and be sure to tell us your "WHY" to jeff.hunter@iwk.nshealth.ca by July 24. Be sure to check us out at www.iwkfoundation.org. We will review all applications and contact those successful candidates 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.