



IWK Foundation

Manager, Community and Corporate Giving – Maternity Leave Contract

Who We Are:

The IWK Foundation, together with its donors, strives to be the catalyst to revolutionize health care and research for women and children. The IWK Foundation is committed to continuous improvement and running a business that is entrepreneurial, innovative, and based on strong values.

What We Need:

The IWK Foundation (IWKF) is seeking an experienced manager and fundraiser to join our team as the Manager, Community & Corporate Giving for a maternity leave contract. This position is expected to begin as soon as possible to allow sufficient time with the incumbent prior to their leave and will continue until September 30, 2026. Be a part of the future of women's and children's health care by supporting local, regional and national relationships and partnerships to grow and enhance multiple revenue streams within the IWK Foundation.

As the Manager, Community and Corporate Giving (Manager, CCG), reporting to the Director of Development, you will be responsible for leading the community and corporate giving portfolio, including the annual business plan development, implementation of programs and processes, and delivering on revenue and expense budgets. This role will look at strategizing for the near-term including the annual Telethon and all coinciding fundraising components, in addition to management and oversight of larger accounts, including the national partnership with affiliate Canada Children's Hospital Foundations and Children's Miracle Network.

You will lead a team of Relationship Managers based in NS, NB and PEI, as well as partner cross functionally within the organization with the Brand and Marketing Team on key events, projects and initiatives. Some travel is required for this position.

The IWK Foundation has a Flexible Work Plan, embracing a hybrid model with the expectation of a minimum of 2 days in the office per week.

- **Leadership:**
 - In partnership with the Philanthropy and Leadership Team, lead the planning, strategic development, implementation, and management of the Community & Corporate Giving portfolio as it aligns with the business goals of the organization.
 - Manage, coach and counsel Community & Corporate Giving team members to ensure workflow from the department is accurate, timely, consistent and aligned with overall organizational goals including performance management.
 - Oversee and guide Relationship Managers (RM) in the development and execution of their account plans with a focus on new business and current account growth.
 - Promote Foundation policies and processes and act as an ambassador for the organization's culture.
- **Strategy Development & Execution:**
 - In collaboration with the Director, Development and New Business & Partnership Development Lead, execute strategy to increase CCG revenue that contributes to the overall fundraising goals of the organization.
 - Execute annual department business plan and donor account plans.

- Create revenue recovery plans when required to address potential short falls.
- Revenue Generation:
 - Lead Community & Corporate Giving team to be accountable for meeting or exceeding annual revenue budget and activity goals.
 - Develop new fundraising programs and partnerships.
 - Lead annual Telethon fundraising including revenue and sponsorship.
 - Lead CSR Programs with Corporate Donors including Cause Marketing, Employee Giving and Sponsorship.
 - Manage revenue targets for CMN and CCHF corporate partnerships in conjunction with RM's, Director of Development and VP of Philanthropy.
 - Drive new business initiatives by identifying, qualifying and pursuing new partnership and donor opportunities that align with the organization's mission and financial goals.
- Relationship Management:
 - Execute annual work plan and develop account strategies for managing a full portfolio of donors.
 - Responsible for all phases of the donor journey – identification, qualification, cultivation, solicitation, and stewardship – to foster strong and sustainable relationships.
 - Conduct presentations at various meetings and events as required and represent the IWK Foundation at key donor and community events.
- Key Relationships
 - Foundation Leadership team
 - Brand and Marketing team
 - Finance team
 - Philanthropy Leadership team
- Work Planning and Administration
 - Complete regular revenue, donor activity, and budget variance reports.
 - Meet, manage and record metrics associated with activity targets.
 - Practice effective methods to prioritize and organize work to ensure timeliness, productivity and quality of work.

Who Are You:

You are known for your leadership, accountability, strong teamwork, strategic planning and decision making, and both your internal and external relationship management skills.

You have:

- 7+ years' experience in a similar role(s), focused on senior strategic fundraising
- Relevant post-secondary degree or diploma, preferably in business, marketing, communications, public relations, or a related area of study.
- Ability to communicate in an engaging, clear and professional way with internal and external partners, peers, leaders and donors.
- Strong relationship management with internal and external relationships, professionally representing the IWK Foundation at all times.
- Demonstrated ability to collaborate internally and externally with peers, leaders, and partners to meet strategic fundraising initiatives.
- Proficiency in Microsoft programs including Word, Excel, Outlook, PowerPoint and 365.
- Self-direction, with excellent time management skills.
- A confident, energetic, and positive outlook.

You thrive working in a fast-paced environment, collaborating with a dedicated and passionate team to enable world-class care for Maritime children, women, and families. You share our values of respect, resiliency, gratitude, humble confidence, curiosity, passion for the cause, and showing up every day as an owner.

What Do You Do Now?

If you are passionate about children's and women's health, with a desire to be a part of something important in our communities, hearing patient stories, meeting patients, patient families, donors and other health care professionals impacted by the work the Foundation does each day, then this is your opportunity! The IWK Foundation also provides a competitive and comprehensive compensation package in addition to a flexible work environment.

If this role seems right for you, please provide a cover letter outlining why you believe it is a fit, along with your resume to iwkcareers@iwkfoundation.org using the subject line: Manager, CCG. We thank all candidates but only those selected for an interview will be contacted.

We welcome all applicants who self-identify as Indigenous, Black/African Nova Scotians, Persons of Colour, Immigrants/Newcomers, Persons with Disabilities and 2SLGBTQIA+ to apply and represent the communities that we support.