

IWK FOUNDATION

Relationship Manager, Major Gifts
Permanent, Full-Time
Anticipated Start Date: ASAP

WE ARE...

...the IWK Foundation, a powerhouse fundraiser for children and women's health in the Maritimes. We make a difference through our fearless commitment to innovation, change, and creating real connections with each of our donors. With the values of the Maritimes at our core, we are building a movement that aims to have a far-reaching impact on the lives of children, women and their families.

We believe in and live our values -

- ✓ We strive to be an environment of compassion and mutual respect through thoughtful and intentional practices to address diversity, inclusion and equity.
- ✓ We want every donor, every employee, and every family we impact to know that we cherish the role they have in our mission and we are always working to deepen our connection with them.
- ✓ We set the bar high for what we want to accomplish, to continually innovate, adapt and make a mark on a regional, national and global scale.
- ✓ We are committed to a year-round approach to fundraising that gives our donors a clear sense of where we're headed.
- ✓ We want our communications to prioritize giving donors a tangible, measureable sense of where their dollars are going.
- ✓ We believe in integrity, flexibility, work-life balance and the need to have fun.

YOU ARE...

...a changemaker and an extrovert with a big heart and lots of ideas. You naturally build relationships and connect easily with people. You genuinely care about the community and rely on your natural instincts to navigate any situation. You are not afraid to ask and invite others to join a movement. People turn to you to collaborate on strategy, think big on goals, and rally the troops.

WHAT WE NEED...

If our values speak to you and you either are or have the propensity to be a *fundraising superstar*, we have an amazing opportunity for you to consider. We have an immediate need for a **Relationship Manager, Major Gifts**.

Reporting to the Senior Manager, Major Gifts, this position will work in collaboration with the entire IWK Foundation team to grow the major gifts portfolio and increase revenue in support of Maritime women and children's health. To be successful in this role, you will be a people person with excellent communication and negotiation skills, motivated by inspiring and helping donors to fulfill their philanthropic passions. Top candidates will be able to read people well, solve problems and develop individualized strategies of giving and stewardship that work for different donors. You will also be a self-starter who is persistent and driven by results. Your well-rounded experience with fundraising and/or business development speaks for itself, and we'd be interested in getting to know you better to see if your personality and ambitions align with our vision of a Relationship Manager in Major Gifts.

PRIMARY FUNCTIONS:

- Build donor strategies to meet or exceed individual (new revenue) Major Gift revenue targets for identified IWK Health Centre priorities.
- Steward donors and manage pledge collections according to designated timelines

- Identify, cultivate, solicit and steward potential donor prospects (individuals, foundations, corporations) at the major gift level, including the development of proposals and the negotiation of private gifts
- Qualify and move prospects into the pipeline through meaningful research and introductory calls, emails and meetings.
- Leverage volunteers to identify, qualify, cultivate, solicit and steward prospects and donors
- Coordinate fundraising and stewardship activities such as tours and visits
- Steward existing Major Gift donors to ensure pledge fulfillment and renewal/increase in funding
- Work collaboratively with the Development Committee and community leaders to identify prospective donors from within and outside of The IWK Foundation existing network,
- Participate in the planning and implementation of project related donor events and activities to engage and educate donors and prospects and effectively steward donors
- Meet existing activity targets and builds relationships via the phone, email and face to face visits
- Conduct presentations at various meetings and events as required
- 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 donors, and prospect donors through Raiser's Edge
- Work in compliance with ethics, IWK Foundation policies and the Donor Bill of Rights
- Plan and implement donor recognition projects and events
- Facilitate gift agreements

SO...

- If you believe you have what it takes to be an innovative, impactful agent of change and want to make a difference in children and women's health in the Maritimes...
- If you want a flexible, satisfying and fulfilling career and not only a job to come to each day....
- If you are looking for somewhere you can be celebrated and appreciated for just being you and where you can tap into your own potential....
- If the values you live your own life by align with ours, then.....

WE WANT TO HEAR FROM YOU!

Please send us a cover letter outlining HOW your passion aligns with ours along with your resume to Jeff Hunter at jeff.hunter@iwk.nshealth.ca.

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.