

# Director of Philanthropy

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## JOB DESCRIPTION

**Status:** Full Time

**Reports To:** Chief Executive Officer

**Supervises:** Donor Relations Manager, Event & Tour Manager, Donor Engagement Coordinator, occasionally part-time workers, volunteers

**Relationships:** Works closely with other employees, donors, volunteers, suppliers/vendors and board members

**Location:** Winnipeg, MB (Hybrid)

**Salary Range:** 80k – 110k

## Position Summary

"Powering entrepreneurs to end poverty," iDE is an innovative international non-profit organization that believes in the power of entrepreneurship to solve the world's hardest problems. Our market-based approach transforms donor support into real and lasting change for millions of people.

iDE Canada engages individuals, businesses, foundations and government in iDE's mission, connecting Canadians to iDE's impact around the globe. While not a household name in Canada, iDE has a compelling approach that particularly appeals to the entrepreneurially-minded and those who "think different" about philanthropy.

The Director of Philanthropy works closely with the Chief Executive Officer, to lead iDE Canada's efforts to engage Canadians with the work of iDE through philanthropy. This includes creating and executing a strategy that engages, serves and inspires donors.

This position is responsible for leading iDE Canada's fundraising team to create a meaningful, relational and efficient donor experience.

**To Apply:** Send your resumé and cover letter to [hr@idecanada.org](mailto:hr@idecanada.org) by March 22, 2024.

## Essential Duties and Responsibilities

### Strategy

- Work closely with CEO to establish funding priorities and goals
- Develop and execute on a strategy to deepen and expand iDE Canada's network of supporters
- Advise on trends in the philanthropic world which affect organizational priorities
- Build and manage an effective team to achieve annual and longer-term fundraising goals and objectives

### Grow and Diversify Core Support Base

#### Goals:

- Meet or exceed iDE Canada's annual fundraising goal
- Lead the drive to expand support in new geographic areas
- Lead a strategy to prospect and engage "next generation" donors
  - G2 (people in their 50s and 60s)
  - G3 (people in their 30s-40s)

#### Key responsibilities include:

- Connect with new prospects through referrals and existing networks
- Build and nurture 1:1 relationships with mid/major donors
- Put a personalized ask in front of all mid/major donors
- Ensure that all mid/major donors receive a timely and meaningful thank you

## **Establish and Grow Legacy Giving Program**

### Goals:

- Ensure that iDE Canada has a clear and compelling offering for donors wishing to make a legacy gift
- Expand membership in the “100 Farmers Society” year on year

### Key responsibilities include:

- Work with the fundraising team to develop and maintain a communications and donor recognition package for the 100 Farmers Society
- Creatively communicate the opportunity to legacy prospects and the donor base at large
- Meet with prospects to discuss options and secure commitments

## **Engage Donors through Events and Tours**

### Goals:

- Establish field tours as an ongoing tool for iDE to engage high-potential donors and develop new champions for iDE
- Expand and develop events as key fundraising and donor engagement opportunities to achieve iDE Canada’s core fundraising goals

### Key responsibilities include:

- Work with the Event & Tour Manager to launch and develop compelling field tours
- Identify high-potential prospects to participate in tours

- Work with the Event & Tour Manager to generate ideas and prioritize fundraising and engagement events.
- Work with the Donor Relations Manager to secure sponsorships and major gifts for events
- Work with the fundraising team and CEO to ensure that event & tour goals and plans are clearly defined, and resources allocated as required.

## **Grow Corporate and Foundation Giving**

Goals:

- Secure new corporate and foundation gifts that expand and diversify iDE Canada's fundraising base.

Key responsibilities include:

- Working with the CEO and fundraising team, develop strategies to prospect and secure corporate and foundation gifts

## **Strengthen Appeal-Based Donation Cycle**

Goals:

- Increase the frequency and amount of giving via mass communications channels
- Expand monthly giving commitments

Key responsibilities include:

- Work with Donor Engagement Coordinator to establish and manage a calendar of mass communications (appeals and newsletters)
- Work with Donor Engagement Coordinator to develop and execute a strategy to expand monthly donations and enhance the monthly donor experience
- Work with Donor Engagement Coordinator to develop a strategy for donor acquisition through mass communications channels

## **Ensure a Positive Donor Experience**

### Goals:

- Frictionless back-end administrative functions support optimal donor experience

### Key Responsibilities Include:

- Work with Donor Engagement Coordinator and IT support to develop and maintain effective donor database
- Ensure proper receipting and response to donations in an accurate and timely fashion
- Ensure full compliance with Donor's Bill of Rights and CRA regulations
- Work with finance staff to ensure receiving, accounting and receipting processes effectively serve fundraising priorities and goals
- Provide timely customer service to donors and prospective donors

## **Manage a High-Functioning and Motivated Fundraising Team**

### Goals:

- Build and manage a skilled and passionate fundraising team

Key responsibilities include:

- Identify optimum team composition and structure (positions, external contractors etc.) to achieve core fundraising goals
- Ensure that all staff, contractors and partners are clear on their roles, goals and accountability
- Motivate and support team members to achieve their own goals and the team's shared objectives.

## Behaviour and Skills:

As the Senior Fund Development Manager, you:

- Are committed to iDE's mission and approach to solving poverty.
- Have proven success working with donors and securing gifts.
- Are confident working with senior-level stakeholders both internally and externally in order to secure donations.
- Are ready to take leadership, working with a small team. You are able to manage competing priorities and create clarity when faced with ambiguity or uncertainty.
- Are a positive problem solver. You pitch in to support your teammates and are always on the lookout for ways to help the team work smarter and more effectively.
- Embody an attitude of possibility and lead others to embrace this orientation as well.
- Hold yourself and others to a high standard for ethical behaviour and business practices.
- Are self-confident, not fazed by tough questions or criticism, open to feedback and coachable.
- Have well-developed written, oral, interpersonal, and communication skills, with a high level of sensitivity for professionalism, propriety and confidentiality.
- Exhibit cultural sensitivity, empathy, and integrity. These qualities are critically important to be able to engage a wide range of stakeholders from a variety of backgrounds and cultures.

The work requires flexibility and may involve evening and/or weekend work, and some national and international travel.

Work weeks are based on 40h / week