

Major Donor Development Officer

POSITION DETAILS

Purpose

The Major Donor Development Officer is responsible for developing and increasing funding from high net-worth individuals through effective identification, cultivation and solicitation. This includes deepening relationships with the existing loyal base of major donors and acquiring new donors for the Mission.

Reports to Director of Development

Direct Reports N/A

RESPONSIBILITIES

Program Delivery: 100%

- Cultivate, solicit, and steward prospects and donors
- Identify new donor prospects through intentional networking
- Routinely interact with donors and prospects to develop more robust, deeper relationships between the donor and Effect:Hope
- Successfully align partner interests with Effect:Hope's programs and demonstrate a strong value proposition
- Work with Director of Development to create and implement a fundraising strategy to achieve organizational objectives
- Identify endowment and planned gift prospects
- Provide accurate and timely activity and pipeline reports and revenue forecasts
- Work in a team environment on department activities and initiatives
- Assist with outreach and speaking engagements on behalf of Effect:Hope
- Design events and opportunities to introduce and promote the Mission.
- Effectively manage Effect:Hope's resources
- Travel to meet with donors across Canada (post pandemic)
- Enter all donor interactions into Raiser's Edge and accurately maintain all relevant information in this database
- Work with faith-based donors with many different expressions of Christian faith and pray with donors when required

QUALIFICATIONS

Education

- A degree in communications, marketing, or related field
- Graduate of a fundraising program or working towards Certified Fund Raising Executive (CFRE) designation

Experience

- 10 years fundraising experience, preferably in the international NGO or Christian mission arena
- Demonstrated track record of fundraising, most notably in individual donor development and gift solicitation
- Crafting written and verbal donor proposals.
- Experience in using Raiser's Edge preferred
- Cross-cultural training an asset

Required Skills and Abilities.

- Excellent writing, editing and verbal communication skills
- Strong team player who also works well independently
- Self-motivated, with an ability to prioritize and manage multiple projects
- Write and present compelling proposals to stakeholders, donors and new prospects with appropriate "asks"
- The ability to meet donors on their faith journey and pray with them
- Create donor-centric reports and asks, matching philanthropic interest to Effect:Hope programs
- Excellent interpersonal skills to creatively and persuasively build relationships and secure donations
- Leverage existing networks to source new potential donors
- A disciplined and organized approach to fundraising, utilizing industry best practices
- Ability to analyze data, and prepare data-driven reports and forecasts
- Competent with Microsoft Office Suite

Knowledge

- A good understanding of raising funds for faith-based work; stewardship theology
- Knowledge of the Christian philanthropic community in Canada

- A broad appreciation of the multi-dimensional and multi-denominational institutional expressions of the Christian Faith
- Possess high levels of cross-cultural sensitivity
- Commitment to Effect:Hope's ethos and mission
- Comfortable working with donors who give \$10,000 plus through phone, video conferencing, face-to-face and written solicitation
- Grasp and explain complex, international context and mission goals

COMPETENCIES

Planning and Organizing / Results and Service Orientation – Manages multiple priorities under tight deadlines and works well under pressure. Always displays professionalism, respect, and dignity in daily interactions. Follows through on commitments and responds to inquiries, e-mails, requests, and complaints promptly. Ability to work well without close supervision; provides a level of service and assistance consistent with organizational guidelines and practices.

Communication – Superior verbal and written skills with confidence in public speaking to a wide range of audiences. Identifies and presents information that will motivate, persuade, engage, or influence others; uses several different arguments or points of view to support a position. Able to adapt to different cultural settings.

Relationship Building / Negotiation - Develops relationships by establishing respect, trust, support, and grace. Evaluates current networks to discover expansion opportunities, to help the organization meet its goals. Understands the audience and uses reasoning and interests of the group to persuade others to support the idea, proposal, or solution. Adapts information and approach for maximum advantage. Builds trust and strong supports to push objectives forward and develop win-win solutions.

Resource and Fiscal Management - Develops priorities and plans that effectively use, monitor, and respond to organizational resources and finances; considers benefits, costs, and impacts to the overall organization.