



Director of Fund Development

Position Type: Full Time Permanent

Location: 60 Archibald Street, Winnipeg

Habitat for Humanity Manitoba is searching for its next enthusiastic team member to help us with our mission to build safe, decent and affordable homes in Winnipeg and across Manitoba.

The Director of Fund Development will be responsible for all fundraising initiatives and activities of the organization. They will be responsible for creating and executing the fundraising strategy as it is related to individual donations, corporate sponsorships, events and programs. The Director of Fund Development will report to the VP, Marketing, Communications & Philanthropy and work in tandem with the Director of Stewardship and Donor Engagement. This position will have two direct reports within the department.

Position Overview:

As the Director of Fund Development, you will play a pivotal role in ensuring the financial sustainability and growth of Habitat for Humanity Manitoba. Your contributions will drive the fundraising strategies to help us continue making a meaningful impact in the community.

Key Responsibilities:

Fundraising Strategy: Collaborate with the VP, Marketing, Communications & Philanthropy and CEO to develop and execute a comprehensive fundraising strategy that aligns with the organization's values, goals and objectives.

Prospect and Engagement: Identify and engage with potential major donors and corporate partners, tailoring engagement strategies to their interests and philanthropic goals. Responsible for growing corporate sponsorships, individual donors, major gifts and planned giving programs. Oversee programs such as the Meaning of Home national program and the provincial High School Program. The successful candidate will also maintain and foster their own fundraising portfolio.

Team Leadership for Fund Development Events and Programs:

Lead, mentor, and inspire fundraising and event management professionals, fostering a culture of excellence and collaboration.

Evaluation and Reporting: Provide comprehensive evaluation reports to donors and stakeholders, and senior leadership detailing the impact of their contributions and funding and ensuring transparency in fund utilization.

Grants and Foundations: Research, write and submit grant proposals to foundations, government agencies, and other grant-making organizations to secure funding for various programs and initiatives.

Qualifications, Skills and Attributes:

- Minimum 8-10 years' experience in fund development and donor relations, with a proven record of securing major sponsors, donors and grants.
- Successful development and implementation of strategic and business plans, project planning, budget and revenue forecasting, program analysis and meeting objectives.
- Proven management experience demonstrating effective "hands on" skills in organizing, motivating, and directing staff and volunteers to achieve shared priorities.
- A strategic thinker with a results-oriented approach and the ability to adapt to changing circumstances.
- Knowledge of Canadian philanthropic and not for profit environment including challenges.
- Experience maintaining their own portfolio and fulfilling substantial fundraising targets
- Clear understanding of and strict adherence to ethical fundraising standards.
- Demonstrated success in identifying, evaluating, cultivating, stewarding, and directing solicitation from corporations, businesses and individuals.
- Exceptional written and verbal communication skills, including the ability to craft compelling grant proposals and donor communications.
- Strong relationship-building skills with the ability to engage a wide range of stakeholders, from individual donors to corporate partners
- A valid 'G' class drivers' license (or equivalent) and passport with no travel restrictions is required.
- Experience with CRMs including reporting and acknowledgment systems. Expert user of Microsoft programs such as excel, SharePoint, Teams, etc.

Responsibilities:

- In consultation with the VP, Marketing, Communications & Philanthropy, the Director of Donor Engagement & Stewardship and the CEO, the Fund Development Director will develop a clear vision and plan, and directly leads efforts to generate funds to meet build plans.
- Meet with VP, Marketing, Communication & Philanthropy and department staff on a regular basis to review progress against annual goals and donor stewardship/engagement strategy development.
- Work closely with the Director of Stewardship & Donor Engagement to establish consistent procedures for donor engagement, communication and acknowledgment. You will also work together to plan the annual Donor Relations event.
- Manage and cultivate a portfolio of major donors and corporate sponsors.
- Introduce new strategies to expand and ultimately lead to a culture of engagement and participation for donors and sponsors at all levels.
- Keep on top of emerging trends and best practices in donor behaviour and philanthropy to be able to design innovative and sophisticated donor relations strategies and programs which cultivate the life-long involvement of donors.
- Develop and maintain a strong partnership with colleagues.
- Develop and maintain a working knowledge of Habitat for Humanity Manitoba's activities in Winnipeg and across our Chapter network.
- Analyze data, develop and prepare annual fundraising budget documents, and manage the operating budget for the fundraising drivers.
- Foster a work environment that values diversity, equity and inclusion through collaboration and employee engagement.
- Plan, prioritize, and manage the work of staff, providing strategic and tactical advice, guidance and coaching.
- Assess staff training and development needs and ensure that employees receive training required to improve and sustain successful performance.
- Undertake other duties as assigned in support of the unit or department.
- Commit to our organization's mission and values.

- Develop metrics, evaluate strategies and introduce new programs as necessary to improve the donor experience, including monitoring and analyzing trends in donor relations practices based on reliable internal and external data analysis.

About Habitat for Humanity Manitoba

Habitat for Humanity Manitoba (Habitat Manitoba) brings communities together to help families build strength, stability and independence through affordable homeownership. Habitat homeowners provide a solid foundation for better, healthier lives in Canada and around the world. Since 1987, Habitat Manitoba has collaborated with local businesses, organizations, groups and thousands of dedicated volunteers to build homes for over 500 families in the province and Kenora, Ontario. Learn more at habitat.mb.ca.

Competitive compensation and benefits package will be offered.

Please submit a cover letter with salary expectations and resume to Christa Mariash cmariash@habitat.mb.ca by 4:00 pm on Friday, September 20, 2024. Only candidates selected for an interview will be contacted.