

Director of Philanthropy

Reports to: Executive Director

Direct Reports: Fundraising Team

Employment Status: Permanent Full-Time

Salary Range: \$79,000 to \$90,000

Job Summary:

The Director of Philanthropy will lead and implement strategic fundraising initiatives to advance the mission of the Fraser Valley Health Care Foundation (FVHCF). This position ensures a vibrant, sustainable, and forward-looking philanthropic program encompassing annual giving, major gifts, legacy giving, and community events while cultivating strong donor relationships. The Director also manages and mentors the fundraising team to achieve organizational goals.

Core Responsibilities:

- Implement FVHCF priorities, strategies, and plans as approved by the Executive Director and Board of Directors.
- Oversee all fundraising efforts, aligning them with the Foundation's strategic objectives.
- Partner with the Executive Director to match donor interests with health care priorities in the Eastern Fraser Valley.
- Advise on trends, changes, and opportunities in the philanthropic landscape.

Duties and Responsibilities:

Management and Administration:

- Lead, mentor, and support the fundraising team, including professional development, performance reviews, and goal setting.
- Collaborate with the Executive Director to develop and manage the fundraising budget.
- Ensure donor stewardship activities are executed effectively for corporate, foundation, and government stakeholders.
- Optimize use of the Raiser's Edge database for donor tracking and relationship management.

Fundraising:

- Develop and implement the annual fundraising plan, including:
 - Annual campaigns: direct mail, monthly, tribute/in-memory giving, hospital staff engagement.
 - Special events, leadership gifts, major gifts, and legacy giving strategies.
- Manage a portfolio of 25-50 major gift donors and prospects.
- Drive growth and execution of events, campaigns, and donor engagement initiatives.
- Develop strategies for Board fundraising engagement.
- Foster donor relationships through stewardship models and key messaging/marketing contributions.

Education & Experience:

- Demonstrated leadership, coaching, and team-building skills.
- Experience securing significant gifts of \$50,000+.
- Strong strategic thinking, organizational, and decision-making abilities.
- Proven success in donor cultivation and stewardship.
- Excellent written, presentation, and interpersonal communication skills.
- Ability to manage multiple deadlines and competing priorities.
- Commitment to professional ethics and donor-centric service.
- Personal integrity, sound judgment, and ability to engage senior stakeholders.
- Genuine interest in health and well-being.

Key Relationships:

- Executive Director
- Board of Directors
- Donors and prospects
- Volunteers
- Hospital departments
- Community stakeholders and public
- Foundation staff

Direct Reports:

- Fund Development Coordinator, Sponsorship
- Fund Development Coordinator, Events & Community Engagement
- Fund Development Coordinator, Annual, Legacy Giving & Major Gifts

To Apply:

Submit your cover letter and resume to info@fvhcf.ca.