

# New Job Opportunity

Associate Director, Philanthropy | VGH & UBC Hospital Foundation

## Who We Are

VGH & UBC Hospital Foundation is Vancouver Coastal Health's primary philanthropic partner, raising funds for specialized adult health services and research for all British Columbians. We partner with donors to drive innovation and sustainable health care at VGH & UBC Hospital, GF Strong Rehab Centre, Vancouver Coastal Health Research Institute and Vancouver Community Health Services.

## About This Role

The Philanthropy Division is one of the driving motors of VGH & UBC Hospital Foundation, responsible for generating the majority of the philanthropic revenue of the organization. The division consists of three departments - Major Gifts, Gift and Estate Planning, and Donor Relations – and is also responsible for the successful implementation of key strategic initiatives in the Foundation's Strategic Plan. The Associate Director develops and manages a portfolio of approximately 125 active major gift prospects capable of giving \$25,000 or more. Additionally, the Associate Director will develop and execute donor cultivation and stewardship strategies and tactics to achieve individual and departmental revenue targets, and to ensure a positive relationship between each donor and the Foundation.

## Responsibilities

- Work with the Major Gifts team to develop, implement, and enhance strategies to grow revenue across the portfolio of fundraising initiatives, setting annual benchmarks for growth and goal achievement.
- Leading the key strategies of campaigns in the phases from initial planning, pipeline development, inspiring team and cross team members. Achieving annual fundraising target of \$3 million or more.
- Develop and implement strategies to grow the major gifts portfolio of individual, corporate and foundation donors to increase the number of donors and the size of gift. This encompasses directing the research, identification, cultivation and tracking of major gifts and planned giving prospects.
- Solicit major gifts in one-on-one meetings or phone calls with donors. Develop and execute detailed development plans for each prospect.
- Help establish annual and multi-year performance targets, including number of donors by category, dollars raised, number of donor meetings, and prepare regular status reports on projections, proposals pending, and cultivation process.
- Mitigate risk to the Foundation by ensuring all necessary policies, standards and procedures are developed and monitored ensuring appropriate compliance and no single point of failure.

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- Develops and establishes appropriate long and short-term goals and metrics for evaluating and improving fundraising initiatives, creating business solutions for donors with complex giving requirements which also align with the business requirement.
- Develop and maintain meaningful relationships with major and planned gift donors, prospects, volunteers and supporters, maintain an active list of contacts for cultivation and solicitation.
- Provides meaningful communication with donors through meetings, phone calls, emails for cultivation and stewardship; while working with the Director, Philanthropy to identify strategies and giving potentials within the assigned portfolio and create a projected revenue goal based on current and future donor activities.
- Ability to analyse data extracted from CRM, fundraising reports, and KPIs, to determine the health of donor pipeline, and revenue projection.

## Base Salary Compensation

The successful candidate can expect a starting salary between \$101,189 and \$114,988, depending on factors such as skills, experience and internal equity. Once hired, salary is reviewed annually and successful employees have the opportunity for their salary to increase over time up to the maximum of the pay band, currently \$129,936.

## Total Rewards

Additional variable pay (merit/bonus), defined benefit pension plan, extended health and dental benefits for you and your partner/children, flexible working arrangements, minimum four weeks' paid vacation, investment in professional development and subsidized access to fitness, cycling and parking facilities all contribute to a top-notch total rewards package. If you'd like more information on what we offer, please ask!

## Send Resume To

[ana.bradshaw@thecorkercollective.com](mailto:ana.bradshaw@thecorkercollective.com) by the 30<sup>th</sup> of November 2023