

VGH+ Signature Events Manager

JOB POSTING



VGH + You

The leading charity investing in health care innovation in BC

VGH+
UBC hospital
foundation

As Vancouver Coastal Health's primary philanthropic partner, VGH & UBC Hospital Foundation raises essential funds for VGH, UBC Hospital, Vancouver Coastal Health Research Institute, G.F. Strong Rehabilitation Centre and Vancouver Community Health Services. Donations fund groundbreaking research, world-class health care teams and life-saving treatments for the most complex cases across the province.

VISION

Healthier lives for healthier communities in BC.

MISSION

We create and inspire a community of donors to catalyze health care innovation in BC.

VALUES

Bold

We embrace courage, creativity and forward-thinking, and are catalysts for breakthroughs, positive change and innovation.

Integrity

We are steadfast in our commitment to honesty, trust, maximum impact and stewardship, and operate with purpose and transparency.

Community

We are committed to people and communities, fostering relationships, collaboration and partnerships.

OUR BENEFICIARIES

+Vancouver General Hospital +UBC Hospital +Vancouver Coastal Health Research Institute
+G.F. Strong Rehabilitation Centre +Vancouver Community Health Services

WHY VGH & UBC HOSPITAL FOUNDATION?



+FLEXIBLE WORKING HOURS

Enjoy flexible start and finish times, and compressed summer schedules.



+GENEROUS LEAVE

Benefit from 4 weeks of vacation, 5 personal leave days, and a '9-day fortnight' program.

+PENSION PLAN

Enroll in the Municipal Pension Plan for long-term financial security.



+COMPREHENSIVE BENEFITS

Access health, dental, and extended health benefits, life insurance + more.



+INCLUSIVE CULTURE

Join a diverse and inclusive workplace committed to equity and continuous improvement.



+DEVELOPMENT OPPORTUNITIES

Grow your career with our promotion from within policy and learning resources.





Signature Events Manager

The Role

The Signature Events Manager is responsible for the overall success of the Foundation's Signature Gala, leading its strategic direction, planning, execution, and long term growth. This role focuses on relationship driven fundraising and oversees all elements of gala strategy, revenue generation, donor and sponsor engagement, and volunteer leadership. With a multi-million annual fundraising target, the Manager plays a critical role in advancing the Foundation's mission by delivering exceptional event experiences and cultivating strong philanthropic partnerships. The position also contributes to the Foundation's broader Community Giving and donor pipeline development goals.

Key Responsibilities

- Leads the multi-year growth strategy for the gala, ensuring a scalable model that increases net revenue, strengthens donor and sponsor relationships, and enhances the event's role as a premier fundraising platform
- Leads the full lifecycle of the Signature Gala—from concept to post event stewardship—ensuring an exceptional guest experience that drives participation in fundraising activities and deepens donor engagement
- Manages and motivates volunteer fundraising committees, aligning their efforts with gala revenue priorities and equipping them to expand the event's fundraising reach
- Designs donor journeys and guest experiences that inspire giving, increase participation in fundraising moments, and elevate the gala's philanthropic impact
- Develops high value event activations that meet sponsor objectives while enhancing the gala's fundraising potential and guest engagement
- Maximizes net revenue across all gala income streams, including sponsorships, ticket and table sales, donations, in kind partnerships, auctions, raffles, and live fundraising appeals
- Builds pathways that connect gala attendees to the Foundation's broader donor pipelines, supporting growth in annual, leadership, major, and legacy giving
- Develop and manage comprehensive project plans, timelines, budgets, and revenue forecasts.
- Contributes to departmental work plans and revenue projections by recommending innovative approaches that strengthen gala fundraising performance, guest engagement, and operational efficiency
- Identifies and implements process and technology improvements that increase fundraising potential and enhance the gala experience.
- Leads risk identification and mitigation planning for the gala, ensuring brand protection, financial accountability, and high-quality execution
- Oversees cross functional planning, workback schedules, and governance processes to ensure coordinated delivery of gala priorities and alignment with organizational campaigns
- Supports the overall success of the department and division as needed, with a focus on maximizing fundraising outcomes and strengthening donor engagement pathways

What you offer

- Demonstrated experience in planning and executing high-performing fundraising events
- Proven ability to cultivate, secure and grow revenue from sponsors and in kind partners.
- Strong organizational and time management skills; ability to manage multiple priorities.
- Demonstrated ability to build and maintain professional relationships with fundraising volunteers, donors, sponsors and vendors
- Creative, proactive, and comfortable navigating complex environments with shifting priorities.
- Strong judgment, diplomacy, and discretion in resolving issues and managing stakeholder expectations.
- Experience utilizing CRMs such as Salesforce is an asset.
- Experience with fundraising software (e.g., Givergy, Classy, etc.) is an asset.
- Strong understanding of fundraising streams and how signature events drive donor pipeline development
- Expert knowledge of events as high impact engagement and fundraising mechanism
- Comprehensive understanding of Foundation campaigns, policies, and philanthropic best practices

What we offer

The successful candidate can expect a starting salary between **\$87,631** and **\$99,581**, 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 **\$112,527**.

Additional variable pay (merit/bonus), defined benefit pension plan, extended health and dental benefits for you and your partner/children, flexible working arrangements, four weeks' paid vacation, investment in professional development and subsidized access to transit, fitness, cycling and parking facilities all contribute to a top-notch total rewards package.

To apply

Please send your application to Human Resources via email at careers@vghfoundation.ca by **Monday May 18, 2026**.

We welcome applications from anyone who is eligible to work in BC. We encourage applications from Indigenous people, people with disabilities, BIPOC and racialized individuals, people of minority sexual orientation or gender identity, and others who may contribute to the Foundation's organizational diversity and who share the Foundation's values.