



We're in the business of changing lives

The QEI Foundation inspires generosity to advance health care at the QEI Health Sciences Centre (QEI) – Atlantic Canada's leading healthcare institution. Renowned for its innovation and leadership in philanthropy, the Foundation is currently seeking a highly motivated and qualified individual to join our dynamic team of professionals as our **Mid-Level Giving Officer**.

As the ideal candidate you effortlessly build meaningful relationships that drive long-term success for organizations. You can build strong relationships in any channel, respecting donor preferences and building trust with each interaction. You find yourself bringing people and networks together and your passion inspires those around you. You're thriving in a day-to-day that is never the same, while contributing to a team with impeccable interpersonal and leadership skills. You dig deep for solutions to overcome challenges in a fast-paced environment, all with an infectious sense of enthusiasm and a smile. Sound like you? Read on.

Join a team of passionate and dynamic fundraising professionals

The **Mid-Level Giving Officer** position requires a driven and enthusiastic professional. You will lead, strategize, plan and execute the mid-level giving program, playing a leading role in growing a dynamic giving portfolio and maximizing fundraising revenue, as we head into one of the largest healthcare capital campaign projects we've ever seen in our region: *QEI New Generation*.

Primary position responsibilities

- Lead the path for growth within the mid-level giving portfolio with a strategic focus on:
 - Enhancing program design by identifying performance improvements, volunteer support and engagement opportunities, and uncovering new strategy and implementation recommendations.
 - Leading innovative, multi-channel strategies for mid-level donor acquisition, retention and upgrading.
 - Driving donor management strategies, including identification, qualification, cultivation, solicitation, and stewardship of prospective and current mid-level donors.

- Act as primary relationship manager for a large portfolio of individual prospects, building meaningful multi-channel relationships based on donor preferences, including phone, email, mail and personal visits.
- Support other relationship managers who hold relationships with mid-level donors with donor management strategies and tools.
- Leverage in-house donor calling program to deliver program strategies and strengthen donor relationships.
- Grow portfolio size by providing leadership in prospect identification to build, activate and manage the donor pipeline with Prospect Research, Major Gifts and Planned Giving – seeking opportunities to move mid-level donors to higher levels of giving.
- Lead development and implementation of stewardship and cultivation plans for mid-level giving program activities and implement plans.
- Collaborate with internal teams to develop program materials, data segmentation strategies and communication plans required to deliver program strategies.
- Drive ongoing program insights by collaborating with internal teams to report on mid-level program activities and performance and identifying recommendations for program advancement.
- Maintain and continue to develop skills/knowledge by attending educational sessions and keeping informed of giving and other industry trends and benchmarking data. Report findings and insights back to internal teams to support ongoing learning.
- Other tasks as they evolve.

Qualifications that play to your strengths

- Bachelor's Degree in Business, Public Relations or equivalent field. A minimum of 3 to 5 years of experience in a fundraising environment, business development or equivalent related industry.
- Demonstrated interpersonal skills that support an ability to build meaningful relationships quickly with both internal and external audiences, as well as negotiate, consult, collaborate and share accountability and responsibility for program success.
- Strong communication skills that lead to confident articulation of knowledge and ideas to both internal and external audiences, collaborative facilitation of discussions among teams and volunteers, and an acute attention to detail.
- Must be flexible, show initiative, and have a results-driven philosophy with the ability to problem-solve; unflappable in the face of multiple challenges, highly motivated, disciplined work ethic, a competitive spirit, a creative approach, and a proven ability to lead complex projects.

- Demonstrated project management skills that support an ability to plan, manage competing timelines, organize, coordinate, manage internal and external resources, prioritize, and make informed decisions as it relates to portfolio and organizational goals.
- Knowledge of marketing/branding and fundraising principles.
- A working knowledge of Raiser's Edge or other fundraising software considered an asset.
- Access to a vehicle is required for this role.

The salary range for this position is dependent on qualifications. The QEII Foundation offers a highly collaborative and supportive atmosphere; the opportunity for professional growth and development and a competitive benefits package. The QEII Foundation is an equal opportunity employer.

Applicants are asked to submit a cover letter, resume and salary expectations to Amanda.Hatt@QE2Foundation.ca. Please reference your full name within the file name of your application.

We thank all applicants but advise that only those selected for an interview will be contacted.

About the QEII Foundation

Inspiring generosity to advance health care at the QEII.

The QEII Health Sciences Centre Foundation is a non-profit charitable organization established to strengthen the QEII Health Sciences Centre's ability to provide health care of the highest quality across Atlantic Canada. With financial support from all levels of the community, the QEII Foundation helps fund new technologies, medical research, innovation and professional education that contribute to life-changing moments experienced every day by patients and their loved ones at the QEII. Inspired by the patient stories and the passion shown by the QEII's health care teams, the QEII Foundation staff and Board of Trustees continue to achieve 100% participation in giving. By working together with people who share a vision of better health, the Foundation strengthens care delivered at the QEII, improving the health and lives of Atlantic Canadians.

QE2Foundation.ca