



## **Victoria Hospitals Foundation Manager, Annual Giving**

Do you want to be part of a team that is changing the health of our community? Due to an internal promotion, we are looking to add another highly-skilled fundraiser to our team!

The Victoria Hospitals Foundation (VHF) is seeking an experienced fundraiser and manager for the position of Manager, Annual Giving. Joining a dynamic team, the Manager, Annual Giving, is accountable for the strategic development and management of the annual giving programs which includes, direct mail, monthly, online and tribute giving, memorial giving, employee giving, gaming, independent special events and *Visions*, VHF's annual black-tie gala.

This role will develop tools and techniques to monitor and evaluate success, provide expert critical analysis of donor data and strategies to improve campaign performance, and will recommend new appeal types and development strategies to attract all donor groups to meet the organization's annual fundraising goals.

This full-time, permanent position reports to the Director, Development & Communications and plays a key role on the Development team.

Skills essential to this role are:

- Demonstrated success in identifying, cultivating, soliciting and stewarding long-term relationships using various fundraising relationships.
- Managing a comprehensive fundraising portfolio that includes multiple fundraising appeals with the ability to identify new opportunities and provide strategic insight for all fundraising appeal types.
- Exceptional event and project management experience.
- Excellent written and oral communication skills, including interpersonal and persuasive communication, with experience in stakeholder engagement, presentations, speechwriting and public relations.
- Managing budget allocations for all annual giving appeals.
- The capacity to plan, analyze and measure results.
- A passion for contributing to a team, previous management experience and a demonstrated ability to lead staff to achieve goals.
- Experience using Raisers Edge (or similar donor database) and MS Office.
- A bachelor's degree or equivalent experience in a related field.
- Professional certification (CFRE, CFP) or equivalent experience.
- A minimum 5 years' progressive experience in a fundraising management program.

Personal integrity, sound judgment, a donor-centred orientation and a sense of humour will contribute to success in this position. The Foundation is looking for someone who loves to collaborate and contribute to a team, is a self-starter, has keen attention to detail, is collaborative and reliable, is naturally persuasive and client service oriented. If this all sounds like you, then we'd like to receive your cover letter and resume.

The Foundation offers a competitive compensation package. By joining an organization honoured as one of Canada's Ten Most Admired Corporate Cultures, you will enjoy a successful, highly productive, entrepreneurial office that cares deeply about our cause, our donors, and our volunteers.

Qualified candidates are invited to submit a detailed cover letter and resume to Avery Brohman, Director, Development & Communications by emailing [vhfhr@viha.ca](mailto:vhfhr@viha.ca). *The current competition will remain open until filled and candidates will be short-listed as applications are received.*

For more information, please refer to the key responsibilities in the Position Summary below.

#### **Position Supports:**

Reporting to the Director, Development & Communications, this position leads the management and implementation of the Victoria Hospitals Foundation's (VHF) annual giving plan that builds trust and nurtures positive relationships with all donors, stakeholders, and volunteers.

The Manager, Annual Giving supervises two Development Officer positions and is an active member of the Victoria Hospitals Foundation's Management and Development teams.

Establishing and maintaining professional and productive work relationships is key to this position. In this capacity, the Manager, Annual Giving, works with donors, volunteers, physicians and medical teams, and Island Health staff in the pursuit of private gifts that meet the established priority needs of Island Health. This role will support and represent the Foundation during public events and engagements.

The Victoria Hospitals Foundation (VHF) works in partnership with Island Health to enable donations to every area of care at Royal Jubilee, Victoria General and Gorge Road hospitals. Our mission; *To champion a culture of philanthropy that transforms healthcare on the Island*, is a statement that influences how we work. Honoured as one of Canada's Ten Most Admired Corporate Cultures, we are a team that cares deeply about our cause, our donors, and our volunteers.