

# SENIOR PHILANTHROPY ASSOCIATE, MAJOR GIFTS



## Join one of Vancouver Island's leading healthcare philanthropy teams.

The Victoria Hospitals Foundation is a leading philanthropic organization on Vancouver Island that champions giving through prudent stewardship to advance and elevate care at Royal Jubilee and Victoria General hospitals. As a charitable partner of Island Health, we raise funds to invest in priority and best-in-class medical equipment, caregiver education, research, and special projects.

In 2025/26, more than \$37.5 million was raised from over 5,314 donors to bring innovation to the forefront of patient care in Victoria. Since 1989, the Foundation has raised over \$270 million to benefit Vancouver Island's acute care hospitals, which serve the region's 930,000+ residents.



We are seeking an experienced fundraiser and relationship-builder to join our high-performing philanthropy team. Reporting to the Manager, Philanthropy, you will manage a portfolio of donors and prospects capable of making gifts of \$20,000+, building meaningful relationships that inspire significant investment in healthcare priorities. Working closely with physicians, clinical leaders, volunteers, donors, corporations, and foundations, you will play an important role in advancing healthcare across Vancouver Island.

Today, major donors contribute approximately 50% of our annual revenue, underscoring the critical role that strategic philanthropy plays in advancing our strategic plan and campaigning.



## Key Responsibilities:

- Manage and strategically advance a portfolio of approximately 150 major gift donors and prospects capable of making gifts of \$20,000+.
- Develop and execute customized cultivation, solicitation, stewardship, and engagement strategies.
- Lead donor meetings, proposals, and solicitations, including complex and multi-year gifts.
- Achieve annual revenue, pipeline growth, and donor retention targets.
- Build strong relationships with donors, physicians, clinical leaders, volunteers, and Foundation colleagues.
- Identify and develop corporate and foundation partnerships.
- Ensure excellence in donor stewardship, recognition, and reporting.
- Represent VHF at community and professional events.

**40%** of equipment in our hospitals is funded by donors in our community



## What Success Looks Like:

Successful candidates will:

- Build authentic and trusted relationships with donors, physicians, volunteers and community leaders.
- Demonstrate curiosity, resilience and a donor-centred approach.
- Balance strategic thinking with disciplined execution.
- Take ownership of ambitious fundraising goals while contributing to a collaborative team environment.
- Confidently lead donor conversations, develop compelling proposals and advance meaningful philanthropic investments.

## Who You Are:

You are a relationship-focused professional who enjoys connecting people with opportunities to make a lasting difference in healthcare.

You:

- Build credibility and trust with donors, physicians, volunteers, and senior leaders.
- Bring strong strategic thinking, planning, and organizational skills.
- Communicate confidently and effectively, including through proposals and cases for support.
- Thrive in a collaborative environment while taking ownership of results.
- Demonstrate integrity, professionalism, sound judgment, and accountability.



## Experience & Qualifications:

- Baccalaureate degree in a relevant field plus 3-6 years of progressive experience in major gifts fundraising or equivalent.
- Demonstrated success in independently securing major gifts, including complex solicitations.
- Proven ability to manage and grow a major gift pipeline and achieve revenue targets.
- Proficient with the Microsoft suite of programs and specific knowledge of Raiser's Edge, or a comparable relational database.
- Solid understanding of gift processing, stewardship standards, and CRA regulations.
- A valid driver's license is required; access to a personal vehicle preferred.
- Experience working in healthcare philanthropy or similarly complex environments is an asset.

## Skills & Abilities:

- Exceptional relationship-building, influencing, and negotiation skills with the ability to engage senior-level interest holders and donors.
- Strong strategic thinking and planning ability, with a results-driven mindset.
- Excellent written and verbal communication skills, including proposal and case development.
- Highly organized, with the ability to manage a complex portfolio and competing priorities.
- Self-motivated and accountable, with the ability to work independently in a fast-paced environment.
- High degree of professional integrity, discretion, and sound judgment.
- Commitment to ethical practice and the ability to effectively interact with executive-level clients.

**1 IN 5** Vancouver Island residents assessed or treated annually at RJH & VGH



**8,900+**

**Staff & physicians at RJH and VGH benefit from donor-funded leading-edge tools, research funding, and education support**



## Total Compensation Package:

- The base salary hiring range for this position is \$90,000 - \$95,000.
- The base salary range for this position is \$71,100 - \$101,270.
- This salary is based on a 37.5-hour work week with core hours 8:30-4:30.

The total compensation package also includes a comprehensive extended benefit package starting immediately, and participation in a defined benefit pension program after 3 months. The time off program includes 4 weeks of vacation per year, paid sick time and other time off to support personal wellbeing.

This is an in-office position in the VHF office at the Wilson Block at Royal Jubilee Hospital, with the flexibility to work remotely 1-2 times a week.

## Why Join Victoria Hospitals Foundation?

- Be part of a collaborative, high-performing team united by a shared commitment to advancing healthcare.
- Partner with physicians, clinical leaders and philanthropists who are helping shape the future of patient care.
- Work in an organization that values trust, accountability, learning and professional growth.
- Contribute directly to projects that have visible and lasting impact across Vancouver Island.
- Join a Foundation with a strong track record of success and an exciting vision for the future.



### Join Us:

We welcome qualified candidates to submit a detailed cover letter and resume to [VHFHR@islandhealth.ca](mailto:VHFHR@islandhealth.ca). This position will be open until successfully filled. Interviews will be scheduled as applications are received. A full job description is available upon request.

Please include **"Sr. Philanthropy Associate - Major Gifts"** in the subject line.

