



Building strength, stability and independence.

## HABITAT FOR HUMANITY SOUTHERN ALBERTA

### Senior Manager Major Gifts and Annual Giving

Do you aspire to give children brighter futures? Do you want to address housing security in Calgary and across southern Alberta? Do you want to empower working families to help themselves?

Habitat for Humanity is one of the world's most trusted and recognized non-profits. Here in Southern Alberta we help local working families achieve strength, stability and independence through our affordable homeownership program.

Coming off a fruitful year in fund development, we are seeking an accomplished and energetic fund development professional to fill the role of Senior Manager Major Gifts & Annual Giving. These areas contribute significantly to Habitat's annual fundraising target and are key to helping Habitat execute and achieve its mission.

You'll work as part of a fun, hard-working, cohesive Fund Development and Marketing team. While collaborating closely with the Director of Fund Development, you'll have ownership of your portfolio.

#### Who we are looking for:

You are well-versed in both the art and science of fundraising from years of successful practice. You respect and champion a culture of philanthropy. You understand the importance of passion for the mission.

Your superior listening skills empower you to build meaningful relationships, enabling donors to achieve their philanthropic goals. Your excellent writing skills mean you craft compelling narratives for a variety of donor audiences, ensuring that no matter the gift size, each donor feels appreciated and respected. You believe in donor accountability and organizational transparency. You are comfortable acting as an ambassador of Habitat for Humanity Southern AB with our internal and external stakeholders.

You have a strong track record of engaging with major donors and achieving or exceeding your funding targets. You understand that the best prospect often lies within your database.

You find collaboration with your teammates energizing.

If this sounds like you, you will find an ideal vehicle for your talents and passions as the Senior Manager Major Gifts and Annual Giving at Habitat for Humanity.

#### Annual objectives for this role include:

- Achieving or exceeding assigned fundraising targets for major gifts and annual giving



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- Achieving long-term (multi-year) sponsor and donor relationships through effective stewardship
- Identifying potential new donors and sponsors through internal and external prospect research and development
- Achieving a positive working collaboration with colleagues across the organization
- Contributing insight and expertise to the fund development team and relevant organizational decisions

#### **The manager has lead accountability for the following key organizational results:**

- Revenue generation within the portfolio
- Retention rates for donors and sponsors within the portfolio
- Ensuring consistent sponsorship and stewardship programs are in place and commitments within the portfolio are honoured
- New donor and sponsor development and acquisition using the moves management model and the Salesforce CRM platform
- Ethical and legal compliance within the portfolio

#### **The manager contributes to other organizational results including:**

- Overall achievement of fund raising targets
- Organizational understanding and support for fund raising activities and a culture of philanthropy
- Staff engagement and satisfaction

#### **Your Qualifications:**

- A university degree or equivalent experience, with a minimum of 5 years' experience in major gifts and annual giving.
- Proven track record of cultivating and securing major gifts/sponsorships of \$10,000 to \$100,000.
- A member of AFP is an asset.
- CFRE is an asset.
- Competence using a CRM system to manage relationships.
- Experience working with complex sponsorship agreements.
- Must be comfortable engaging with senior leaders, board members, and philanthropists.
- Understanding of financial management and philanthropic endeavors.
- Excellent communication (both verbal and written) and interpersonal skills.
  
- Event planning and organizational skills.
- Ability to negotiate with honesty, integrity and possess a standard of excellence.



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- Demonstrate sound judgment and nimble thinking.
- Ability to work in a multi-cultural environment and implement practices supportive of diversity.
- Committed to ethical fundraising practices; aware of CRA fundraising guidelines.
- Welcomes responsibility and enjoys taking on a challenge.
- Access to transportation required.
- Some evenings and weekends will be required.

Habitat offers a competitive salary and benefits package. Please submit your cover letter and resume in confidence to [jobs@habitatsouthernab.ca](mailto:jobs@habitatsouthernab.ca) by March 22, 2019.

#### **About Habitat for Humanity Southern Alberta**

Habitat for Humanity Southern Alberta is a non-profit organization based in Calgary that brings the community together to help local working Southern Alberta families achieve strength, stability and independence through affordable home ownership. With the help of sponsors, donors, community partners and volunteers, we build quality affordable homes for families to purchase through our own affordable mortgage. Families purchase their homes with no down payment and no interest, and mortgage payments never exceed more than 25 percent of each family's total household income. This is a transformational opportunity for families and provides a solid foundation for better, healthier futures. Since 1990, we have partnered with nearly 300 families across southern Alberta, affecting the lives of more than 800 children.