



Job Posting: Senior Development Officer

Organization: Health Care Foundation

Position: Senior Development Officer, Annual Program

Location: St. John's, NL

The Position:

The Health Care Foundation is seeking a dynamic fundraising professional to fill a newly created Senior Development Officer role.

If you are a highly organized, creative, donor oriented and imaginative individual with a passion for making a positive impact on the people of NL through healthcare philanthropy, we want you.

What you will do:

You will be essential in helping us engage donors, crafting and sharing compelling and impactful stories, as well as reimagining our Annual program, while amplifying our Signature Events.

Not to be limited to, but expanded through your own imagination, working within a team you will:

- Foster donor relationships.
- Develop strategic partnerships with multilateral community stakeholders.
- Promote the mission and mandate of the Health Care Foundation.
- Imagine, create, develop and execute unique fundraising initiatives within the scope of the Health Care Foundation.
- Create captivating stories from donors, patients, or NL Health Services staff and employees.
- Create new avenues to grow within our fund development program.
- Create persuasive written pieces that inspire engagement and support.
- Manage assigned Signature Events; including, but not limited to, manage and coordinate planning committees for each event, develop sponsorship proposals and solicit sponsors, and ensure appropriate donor/sponsor stewardship and recognition occurs.
- Work with the Foundation team and volunteer/donor groups on new fundraising initiatives/events.

What you bring:

- A super personality.
- Post-secondary education.
- Previous experience related to fundraising/philanthropy with specific experience in Annual Giving and events preferred.
- Strong professional demeanor with an ability to interact appropriately with various stakeholders.
- Strong verbal and written communication skills.

- Multitasking abilities, including meeting deadlines, good time management and strong organizational skills, and the ability to have fun!
- Proficiency in basic computer skills, including MS Office (Word, Excel, PowerPoint), and database systems. Experience with Raiser's Edge is an asset.
- Meticulous attention to detail related to donor records, financial transactions, and other sensitive information. Confidentiality and adherence to the donor code of ethics is a must.
- A positive attitude, strong work ethic, and collaborative team player.
- Flexibility with shifting priorities; willingness to assist in various tasks as needed. (You know...those other duties as assigned, the small print)!

What you will receive:

You will receive personal satisfaction in knowing that the work you do is both impacting and potentially saving the lives of Newfoundlanders and Labradorians every day. The Health Care Foundation offers an innovative work environment, with a highly collaborative and supportive atmosphere. Our very competitive benefits package is amongst industry leaders in philanthropy with appropriate remuneration, extended health, dental, life, and disability insurance, as well as personal development, training, and educational opportunities. We practice a healthy work-life balance and celebrate professional and personal accomplishments. The Health Care Foundation is an equal opportunity employer.

How to be a part of the team:

To be considered for the Senior Development Officer, Annual Program position, please submit your resume, with references to hcf@healthcarefoundation.ca. Applications will be accepted until August 30, 2024.

A new chapter in your remarkable journey may start with us in October.

Join us in making a significant impact on healthcare right here at home!