



## Manager of Annual Giving

### Who is St. Paul's Hospital Foundation?

St. Paul's Hospital Foundation is focused on inspiring community collaboration to transform health care and advance health equity in alignment with St. Paul's Hospital's holistic approach to exceptional and compassionate care. Serving the patients of St. Paul's Hospital and the Hospice at Glengarda, the Foundation is focused on innovative fundraising projects, creating an inclusive environment, generating health care impact while fostering a culture of integrity, authenticity and trust.

### Why Work for St. Paul's Hospital Foundation?

A strong, positive culture is at the heart of St. Paul's Hospital Foundation. We are a small but mighty team of people who care about each other and the work we do. You can expect to work hard in a supportive environment, be creative and willing to try new things, all while improving quality of life and making a difference for the communities we serve. We want our staff to love their jobs and believe that work-life balance is important to foster that love. This position offers meaningful work with opportunities for professional growth and an attractive salary and benefits package. With 3SHealth benefits, scheduled days off, a parking and phone allowance, and support for learning and development, you'll enjoy a fulfilling and balanced work experience.

*"Working at St. Paul's Hospital Foundation has been an incredibly rewarding experience. The organization's outstanding culture fosters collaboration, mutual respect, and innovation, creating an environment where both personal and professional growth flourish. The emphasis on work-life balance empowers me to thrive, while the daily challenges inspire creativity and continuous improvement. I feel genuinely privileged to be part of such an extraordinary team and to contribute to a mission that makes a meaningful impact every day".* – John Allen, Manager of Marketing, Communications & Stewardship

### About the Role:

The Manager of Annual Giving is a key member of the Foundation's Fundraising Team, reporting to the Director of Philanthropy. You will oversee the annual, mid-level, and matched giving portfolios, ensuring a sustainable donor and sponsor pipeline while cultivating future major donors. This role involves managing diverse fundraising programs, collaborating with stakeholders, supervising an Annual Giving Officer, and maintaining data-driven strategies to maximize fundraising impact.

Key Responsibilities include:

#### **Fundraising Program Leadership:**

- Drive revenue growth through direct mail appeals, monthly giving/payroll deduction, and staff "family" giving programs.
- Collaborate with volunteers, event coordinators, and suppliers to ensure the success of signature and third-party community events.

#### **Relationship Cultivation:**

- Build and nurture donor relationships to support critical care initiatives at St. Paul's Hospital and the Hospice at Glengarda.
- Steward mid-level and matched giving donors to foster long-term engagement and impactful giving.



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### **Data-Driven Strategy and Supervision:**

- Ensure the donor database is accurate and up to date, leveraging data to inform strategic decisions.
- Supervise and support the Annual Giving Officer, volunteers, suppliers, and contractors to achieve fundraising objectives.

### **Good Fit:**

As the ideal candidate, you will have strong interpersonal and relationship building skills, project management skills, be motivated, and honest in your dealings with donors, sponsors and colleagues.

You thrive in a lively, collaborative and energetic environment, building meaningful relationships, and are passionate about making a difference in healthcare. You will have experience in fundraising or relationship-based roles such as sales, tourism, communications, or marketing.

Familiarity with donor databases or constituent record management systems is an asset. A post-secondary education is required, and certifications like CFRE or AHP Annual Giving Certificate are advantageous. A valid driver's license and access to a motor vehicle are required.

### **Interested?**

Contact Tracy Arno at Essence Recruitment with your resume and cover letter by February 17<sup>th</sup> to [tracy@essencerecruitment.ca](mailto:tracy@essencerecruitment.ca) or [www.essencerecruitment.ca](http://www.essencerecruitment.ca).