



## A Career Opportunity

At UNICEF, we work tirelessly to ensure children survive, wherever children's lives are at risk. As part of the UN, we are active in more countries and have saved more children's lives than any other humanitarian organization.

By embarking on an ambitious campaign, we will reach every child, even those in the most remote and hard-to-reach places with the essentials that every child and every family needs to survive. Because no child is too far.

Consider joining us as our:

### Director, Development (Corporate & Community)

(Permanent; Full-time; based in Toronto)

Reporting to the Vice President, Development, the Director of Development (Corporate & Community) oversees several interconnected fundraising channels including Corporate partnerships, Community Engagement, Signature Events, Sport Partnerships and Cards / Licensing. The Director is a key member of the senior leadership team and is responsible for annual planning and team activation in order to meet revenue and awareness goals in a manner consistent with UNICEF Canada's mission and vision.

With a specific focus on long-term relationship-based revenue generation and high-value partnership cultivation, the Director is responsible for activities and revenue goals totaling approximately \$5-7M annually from the various fundraising channels.

The responsibilities of the position will include:

#### *Revenue Generation & Partner Cultivation (65%)*

- Drive opportunities to position UNICEF as a charity of choice, with a key focus on developing strategic, long-term, major corporate partnerships (\$150k+) and Community partnerships of (\$25k+).
- Personally lead the relationship on 3-5 major partnerships or donors.
- Work with the team to establish a collaborative strategic fundraising approach that enables the short term and long term achievement of goals and targets including new business strategy, stewardship planning and strong donor engagement tactics.
- Monitor the overall execution of the fundraising strategy providing guidance and assistance as required. Anticipate and plan for future events, trends, problems and opportunities and exercise sound judgment.
- Ensure the development of strategic alliances towards the specific goal of generating revenue, lead generation and/or building brand and organizational profile (i.e. CRM, major event partnerships & opportunities, etc).



- Evaluate reasonable partnership risk taking opportunities and develop creative solutions, stimulating new ways of thinking and solving problems.
- Build partnerships externally with other natcoms, PFP, Country offices to explore and create additional global/international opportunities for strategic partnerships.
- Develop pipeline and activation of prospecting and moves management to meet forecasting activities annually and for long-term planning.
- Establish successful and best in class cultivation, stewardship and donor experience strategies to ensure long-term donor engagement.
- Manage and support leadership team with board relations; including identifying appropriate board prospects, leveraging board referrals and where appropriate including board members in proposals or asks.
- Provide updates and reports to senior leadership including the board on the status of fundraising projections, achievements and gaps.

#### *Strategic & Operational Planning (20%)*

- Maintain a four-year sight-line for the team.
- Oversee the execution of the multi-year (JSP) and manage the annual planning process (AOP) for the team and ensure integration across the organization.
- Ensure department strategies are synergistic and identify cross functional opportunities with Major Donors, Loyalty and Acquisition, Marketing, Communications and International Programs as appropriate.
- Work with UNICEF (PFP) to ensure strategies and approaches are well aligned to meeting global objectives/ protocols.
- Own the quarterly & annual execution plans for the Partnerships development team and major Campaigns.

#### *Team Supervision, Coaching & Operational Management (15%)*

- Oversee and manage staff in the fundraising team.
- Recruit and develop effective, motivated individuals to achieve common team goals.
- Ensure integrity with the mission and values in all fundraising activities.
- Encourage individuals to develop strengths and support opportunities to foster professional growth.
- As the fundraising revenue grows and the pipeline for dollars becomes established, grow the team accordingly.
- Develop and execute on-boarding and succession plans to ensure program continuity and donor centric engagement.
- Conduct team annual goal setting planning and performance review as established by HR protocols; support employee engagement strategies as required.
- Ensure all documentation regarding expenses, legal agreements/ contracts & employee documentation are up to date and accurate.
- Make strategic decisions using financial data and other market information.
- Anticipate the long term implications/risk of decisions and plan for contingencies, anticipating obstacles and roadblocks.



- Monitor variances and take corrective actions to meet annual revenue/expense targets.
- Develop pipeline prospecting and reporting tracking; Provide monthly revenue and activities update to senior leadership.
- Ensure all fundraising activity is tracked in Raiser's Edge.

The ideal candidate will have:

- A university degree or college graduate diploma with a focus in fundraising, marketing, sales, or other applicable disciplines.
- A minimum of ten (10) years in fundraising, marketing, or sales experience in corporate or not-for-profit sector.
- A successful track record with revenue generating and business development, working with senior executives and volunteers, soliciting and closing major donations/sales of \$25k-\$5million level.
- The ability to resolve conflict, navigate through contentious issues and adept at identifying and implementing risk management strategies.
- Demonstrated strong decision making and judgment skills; strategic and resourceful.
- Superior verbal and written communications skills, able to convey big ideas with passion, strong public speaking skills; adapts communication style as appropriate.
- Commitment to professional and personal growth for self and team members.
- English / French bilingualism (an asset).
- The ability to prioritize, is detail-oriented and has a strong drive for results.
- Excellent computer skills (Microsoft Office).
- Experience with Raiser's Edge or relational databases for appropriate prospect/ donor documentation (an asset).
- The ability to build new and long-term relationships both internally and externally.

For consideration, please submit your resume and cover letter to [careers@unicef.ca](mailto:careers@unicef.ca) by **August 10, 2017**. Please attach your cover letter (including salary expectations) and resume as one document and reference "**Director, Development**" clearly in the subject heading.

UNICEF Canada sincerely thanks all applicants for their expressed interest in this opportunity, however, only those selected for an interview will be contacted.

Consistent with our Child Protection Policy, the successful candidate must receive clearance by a police background check, including the vulnerable sector screen.

UNICEF Canada is an inclusive workplace and is committed to championing accessibility, diversity and equal opportunity. Requests for accommodation can be made at any stage of the recruitment process providing the applicant has met the requirements for the position.

