

Senior Fund Development Manager

Status: Full Time

Reports To: Chief Executive Officer

Supervises: Donor Engagement Coordinator

Relationships: Works closely with other employees, donors, volunteers, suppliers/vendors and board members

Salary Range: \$60-90k

The Opportunity

“Powering entrepreneurs to end poverty,” iDE is an innovative international nonprofit organization that believes in the power of entrepreneurship to solve the world’s most pressing problems. Our market-based approach transforms donor support into real and lasting change for millions of people.

iDE Canada engages individuals, businesses, foundations and government in iDE’s mission, connecting Canadians to iDE’s impact around the globe. While not a household name in Canada, iDE has a compelling approach that particularly appeals to the entrepreneurially-minded and those who “think different” about philanthropy.

Our Canadian constituency is strongly rooted in the Mennonite community and our board includes founding members of the organization. In each of the past four years, iDE Canada has raised over \$1M in donations, along with \$2-3M annually in government support to projects in Asia, Africa and Latin America. For every dollar spent on our program, we commit to generating at least \$10 in new income for those who need it most.

We are not content to stand still and are looking for a leader with a heart for fundraising to help drive our donor support to the next level, including growing iDE’s impact and vitality with a new generation of donors.

Position Summary

The Senior Fund Development Manager works closely with the Chief Executive Officer to lead iDE Canada's efforts to engage Canadians with the work of iDE through philanthropy. This includes effectively stewarding our current donors, identifying opportunities for current donors to increase their support, deepening commitment within our current constituency, and expanding our geographic and demographic reach – in particular cultivating a strong base of younger donors and champions.

Essential Duties and Responsibilities

Develop and Deliver Effective Fundraising Strategy

- Build and retain a robust portfolio of donors that give from \$1,000-\$10,000 per year initially, with the objective of increasing contributions each year. Grow the total net worth of this particular portfolio from \$450k to over \$1M annually by identifying, prioritizing, and strategizing on top prospects.
- Support and develop Fund Development strategies to maximize the giving potential of defined portfolios of individual, corporate, and foundation donors to achieve or surpass iDE's annual revenue goal.

The Senior Manager will apply customized strategies for targeted major gift prospects which will require communication (emails, and phone calls) and direct asks for financial support (can include grant proposals and reports).

- Actively identify and research new prospects and follow-up as appropriate, prioritizing in-person visits with qualified prospects over email communication.
- Become deeply familiar with each account's special needs and with iDE's strategy and assets in order to maximize the stakeholder to champion, invite, and invest in our work.
- Collaborate with the CEO to establish engagement plans for donors and prospects and work with other departments and in-country technical teams to develop and execute strategies on top prospects.
- Work with the CEO to identify the organization's immediate and long-term funding priorities and accurately communicate those needs with the donors in the Senior Manager's portfolio.

- Understand and stay current on the activities and strategies of iDE's global programs in order to leverage and deliver engagement opportunities that maximize donors' financial and non-financial support.

Engage donors and represent iDE

- Ensure the iDE Canada communications plan keeps donors informed in a way that is meaningful to them
- Leverage fundraising events, including the annual Manitoba gala, to maximize donor engagement and support
- Research, develop and draft formal funding proposals and reports as required by each account.
- Personalize acknowledgements to donors as needed, after renewing commitments or increasing support to iDE.
- Support and attend conferences, trade shows, and other events where iDE is present, as required.

Track progress and manage process

- Take the lead on developing and implementing stewardship and reporting strategies once gifts are secured.
- Track and record all donor details, meetings, interactions and prospect research consistently using Salesforce and regularly monitor account progress through the donor pipeline.
- Work with the CEO to generate monthly donor visit reports and quarterly financial projections.
- Present at speaking engagements as opportunities arise.
- Conduct administrative duties, such as booking business travel, setting appointments and preparing materials necessary for donor visits
- Work with finance staff to ensure receiving, accounting and receipting processes effectively serve fundraising priorities and goals
- Provide timely customer service to donors and prospective donors
- Ensure proper receipting and response to donations in an accurate and timely fashion
- Ensure full compliance with Donor's Bill of Rights and CRA regulations

Behaviour and Skills:

As the Senior Fund Development Manager, you:

- Are committed to iDE's mission and approach to solving poverty.
- Have proven success working with donors and securing gifts.
- Are confident working with senior-level stakeholders both internally and externally in order to secure donations.
- Are ready to take leadership, working with a small team. You are able to manage competing priorities and create clarity when faced with ambiguity or uncertainty.
- Are a positive problem solver. You pitch in to support your teammates and are always on the lookout for ways to help the team work smarter and more effectively.
- Embody an attitude of possibility and lead others to embrace this orientation as well.
- Hold yourself and others to a high standard for ethical behaviour and business practices.
- Are self-confident, not fazed by tough questions or criticism, open to feedback and coachable.
- Have well-developed written, oral, interpersonal, and communication skills, with a high level of sensitivity for professionalism, propriety and confidentiality.
- Exhibit cultural sensitivity, empathy, and integrity. These qualities are critically important to be able to engage a wide range of stakeholders from a variety of backgrounds and cultures.

The work requires flexibility and may involve evening and/or weekend work, and some national and international travel.

Work weeks are based on 37.5 hours per week.

Send your resume and cover letter to hr@idecanada.org by April 30. We will be reviewing applications on a rolling basis.