



Prince's Trust Canada  
La Fondation du prince au Canada

President – HRH The Prince of Wales  
Global Founding Patron – HH the Aga Khan

Président – SAR le prince de Galles  
Mécène fondateur mondial – SA l'Aga Khan

## Job Posting - Chief Development Officer

**Reports to:** Chief Executive Officer

**Location:** Toronto

### A remarkable opportunity

Bring your talent, passion and unique blend of experience and expertise to this newly created role. Join a team in Canada and internationally, focused on creating a sustainable future.

This one-of-a-kind role allows you to support Canada's young people, veterans and Indigenous communities as you apply your exceptional fundraising ability to make an impact. You will join the senior leadership team, influence strategy and be a hands-on contributor to the development of a growing team and national organization.

### This role is a fit for you if ...

You have 'gravitas' and are a known and respected fundraiser, relationship-builder and an active member of the charitable community in Canada. You enjoy the challenge of working through an organizational change agenda as part of a national and international effort. You are creative and strategic, gracious, tactful and positive. You enjoy the process of developing bespoke packages for supporters who believe in our cause. You are at ease in settings from the down-to-earth to the extraordinary. You bring a proven track record in major gift fundraising, are an effective spokesperson with high business acumen and maturity. You possess a deep passion for Canada and helping communities across the country to build a sustainable future.

If the above sounds like you, please read on...

### The organization

This is an exciting time for the organization. Founded in 2011 as Prince's Charities Canada, Prince's Trust Canada has embarked on a new phase of growth as part of the global network of The Prince's Trust Group. Created by HRH The Prince of Wales, the Group includes the Prince's Trust in the UK, Australia, New Zealand and Prince's Trust International, which delivers programs in partnership with communities in India, Pakistan, Jordan, Malta, Greece, Barbados and other countries. His Highness The Aga Khan has just become the Global Founding Patron for the Prince's Trust Group, leading a significant partnership that is inspiring others.

Prince's Trust Canada is a national charity headquartered in Toronto which delivers programs with community-based organizations and corporate and academic institution partners in Toronto, and locations including Vancouver, Calgary, Regina, Winnipeg, Ottawa, Quebec City, Halifax, and St John's.

Prince's Trust Canada's current focus is on programs that transform the lives of Canadians who are facing challenges or transition through three initiatives: creating equitable hiring opportunities and working environments for young people facing barriers to employment; supporting transitioning members of the Canadian Armed Forces and veterans through entrepreneurship training and mentoring; and supporting Indigenous communities as they revitalize their languages.

Prince's Trust Canada's strategic planning process is underway, for completion by the end of 2019. An updated focus and framing of our work is anticipated, incorporating principles and programs related to sustainable development.

Our ambition is to deliver more tangible impact through high-quality programs, working in collaboration with a growing network of supporters. The small but mighty staff team of sixteen is committed and passionate about this vision, working with partner organizations and volunteers across the country.

## **The Position**

The **Chief Development Officer** plays an essential leadership role driving the revenue generation strategy and implementation for this national charity, encompassing aspirational and annual performance goals to realize the vision and mission. The Chief Development Officer is accountable for the fundraising function across revenue streams including major individual and corporate gifts, Foundation grants and government support.

The Chief Development Officer (CDO) will be effective working collaboratively with Leadership Team colleagues, as well as with program delivery colleagues and development leaders across The Prince's Trust Group global network. The CDO works closely with and supports the efforts of the Board of Directors.

This position serves as an external ambassador and champion for Prince's Trust Canada, contributing as a spokesperson with partners as required. The Chief Development Officer will have an annual target of approximately \$3-5 M, with growth plans for future years.

## **Primary Responsibilities:**

- Lead a comprehensive revenue growth strategy to support the development of Prince's Trust Canada's next phase of impact
- Within the framework of the strategy, develop annual revenue and expense budget for all revenue streams, and ensure staff with revenue accountabilities complete the required budget and plans for consolidated review
- Provide strategic leadership to define the case for support and work directly with the team to develop and articulate program and funding needs
- Lead and inspire Prince's Trust Canada staff, Board, supporters and collaborators to make their most effective contribution to the charity's vision and mission
- Support the Board directors in their revenue generation efforts
- Lead the review and development of appropriate systems, policies and procedures to ensure the philanthropy function is set up for success. Ensure that objectives, projects, and critical paths for

all fundraising programs are being met and that the agreed philanthropy processes are being followed

- Support the process to ensure assessment of the CRM and the implementation of the recommended way forward
- Lead the prospect identification process, and manage across the stages of identification, cultivation, solicitation and stewardship
- Develop and implement a best-in-class donor stewardship strategy and processes to ensure high level of stewardship for donors, foundations and corporations
- Provide fundraising thought leadership, advice and guidance as needed to address key national and regional issues
- Participate actively in The Trust's group-wide revenue leadership efforts
- Lead and support the celebrity ambassador efforts related to fundraising
- Participate in all events with a focus on philanthropy, involving key stakeholders
- Personally lead a portfolio of pace-setting gifts
- Serve as the lead relationship manager for the patron program and the Prince's Trust Group for UK-based patron program events
- When appropriate, represent Prince's Trust Canada externally, embodying the organization's vision and values
- Visibly support and champion the organization's values: Inspiration; Community; Action; Responsibility and Empathy

#### **Ideal Candidate Profile:**

As the successful candidate, you will possess a passion for philanthropy, a strong understanding of donor relationship management at all levels, have the ability to think strategically and roll up your sleeves. You will be a consummate professional, a known excellent relationship-builder and will have a proven track-record of closing gifts. You will be a collaborator, able to work cross-functionally within the organization and with external stakeholders. You'll be nimble, a team player, an articulate spokesperson and, importantly, possess a high level of diplomacy, tact and respect for confidentiality.

#### **Position Requirements and Qualifications:**

- Passion for philanthropy and for work supporting sustainable development, young people, veterans and Indigenous communities
- Demonstrated ability to develop and lead strategy, and establish the required frameworks to expand and accelerate revenue capabilities
- Verifiable success prospecting, nurturing and cultivating major donor relationships, including individuals, corporations and foundations
- Demonstrated ability to develop funding relationships, and clear evidence of ability to close gifts at 6 and 7-figure level
- Experience working effectively with a non-profit Board of Directors and other senior-level advisory volunteers
- Exceptional writing and presentation skills and the ability to effectively communicate to a diverse constituency

- Results-oriented and solutions focused, a driven attitude and an entrepreneurial approach to fundraising and problem solving
- University graduate with 7-10 years of professional fundraising experience in the non-profit sector, with demonstrated experience growing organizations through philanthropy
- Highly proficient with MS Office, CRM and fundraising databases
- Possess strong problem-solving skills with demonstrated creative, innovative and strategic thinking
- Demonstrated ability to work collaboratively with staff and volunteers; able to recruit, train and manage volunteers and influencers to help secure transformational and leadership gifts
- Polished and effective speaker with both a small and large audience
- CFRE designation considered an asset
- Bilingual (French) considered an asset

This role is based in Toronto, with some travel across Canada and to the UK.

### **Application Procedure**

This is a full-time permanent position. If you are inspired by this opportunity, please submit your cover letter and resume in confidence to [humanresources@princestrust.ca](mailto:humanresources@princestrust.ca) by September 30, 2019.

Applications will be received on an ongoing basis until this time, and therefore early submission is encouraged. A full brief for this position is available upon request. We thank all applicants for their interest; we will contact only those selected for further consideration.