



CAMP OOOH & CAMP TRILLIUM Officer, Corporate & Community Partnerships

Reporting to the Director, Corporate & Community Partnerships, the Officer, Corporate & Community Partnerships is accountable for the cultivation and implementation of fund development plans with a major focus on third party event fundraising and corporate partnerships to support Camp Ooch & Camp Trillium's long and short-term strategic fund development goals. These accountabilities achieve the following:

- a) Advance the Development Department's vision to grow the profile of Camp Oochigeas & Camp Trillium to donors, prospects and other stakeholders to inspire ongoing commitment and ensure sufficient resources to meet the organizations current and future needs.
- b) Camp Oochigeas & Camp Trillium's mission of providing kids and families affected by childhood cancer with unique opportunities for growth through challenging, fun, enriching and magical experiences.
- c) The fostering of a donor-centered attitude and culture of philanthropy throughout the organization.
- d) Represent Camp Ooch & Camp Trillium at meetings and events to support fund development and engagement initiatives to strengthen relationships.

Experience and Qualifications:

Required Criteria

- a) A post-secondary degree from a recognized post-secondary institution or the equivalent combination of education and work experience.
- b) Minimum 4-6 years' experience in fundraising with an emphasis on event and employee engagement based fundraising, with portfolio targets exceeding \$500K.
- c) Excellent interpersonal and communication skills and a demonstrated ability to work effectively with a diverse group of staff, donors, fundraisers and volunteers.
- d) Strong verbal, presentation and written communication skills.
- e) A proven ability to work independently with the flexibility to take on a wide variety of assigned duties and projects.
- f) A demonstrated ability to work collaboratively in a team environment and with senior level volunteers.
- g) A demonstrated ability to organize work, set priorities, meet deadlines and work under the pressure of time constraints.
- h) Demonstrated experience monitoring and adhering to a budget and business plan.

- i) Detail oriented with great organizational skills.
- j) Experience using CRM donor database (Raiser's Edge experience advantageous).
- k) Computer literacy in Microsoft Office (Word, Excel and PowerPoint).
- l) Current driver's license and ability and willingness to become insured on our auto insurance plan.
- m) Willingness and ability to furnish a current police reference check with vulnerable sector screening.

Advantageous Criteria

- a) Post-Secondary education in event management and/or fundraising.
- b) CRFE designation.
- c) Demonstrated commitment to volunteerism or volunteer sector.
- d) Experience using Engaging Networks fundraising platform and/or Mail Chimp.

Personal/Professional Characteristics:

Well organized with proven leadership, planning and organizational skills and the ability to manage multiple priorities, results and relationship focused, enthusiastic, personable with exceptional interpersonal skills, adaptable, diplomatic, attention to detail, able to work in an open-concept office environment and sense of fiscal responsibility.

Particular Working Conditions:

- a) Works in an open office setting.
- b) Occasional work outside for long periods of time.
- c) In consideration of the population served, the Development Officer, Corporate & Community Partnerships is a non-smoker.
- d) This position involves considerable evening and weekend commitments and some travel that requires driving through Ontario and potentially the U.S.

Physical Requirements:

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; some stooping, kneeling, crouching, and/or crawling; and significant computer use. The job is performed in a generally hazard free environment and in a clean atmosphere.

The minimum physical requirements for this position include:

- a) Able to operate a personal computer.
- b) Able to concentrate for long periods of time while maintaining accuracy.
- c) Able to lift up to 50lbs.

Compensation & Benefits This position offers an annual salary range of \$55,000 - \$65,000 commensurate with experience, full benefits package, vacation, and professional development.

To Apply

Please submit a resume and your salary expectations to careers@ooch.org with the email subject reading **2021050 – Officer, Corporate & Community Partnerships**.

Equal Employment Opportunity

Camp Ooch & Camp Trillium invites applications from all qualified individuals. We are committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, indigenous people, persons with disabilities, and persons of any sexual orientation or gender identity. In accordance with Canadian Immigration requirements, priority will be given to Canadian citizens and permanent residents.

Accessibility

Upon request, Camp Ooch & Camp Trillium will provide to applicants with disabilities, accommodations that take into account the applicants' accessibility needs, in order to facilitate participation in the recruitment, assessment, selection and hiring stages.