



Camp Ooch & Camp Trillium
Director, Strategic Partnerships
15 month contract

Overall Purpose

Reporting to the Chief Development Officer, the Director, Strategic Partnerships is accountable for the overall management and growth of the signature and engagement events and partnerships portfolio and is accountable for the cultivation and implementation of the applicable fund development plans to support Camp Ooch & Camp Trillium's long and short-term strategic fund development goals.

Specific Accountabilities:

1. Planning

- a) Develop and implement the strategic plan for the Strategic Partnerships team, including revenue and expense budgets, planning, development, forecasting and accountability for metrics and variances
- b) Collaborate with other Development teams to evaluate performance and achievement of strategic objectives and metrics. Monitor and report on financial performance of portfolio to the CDO, Committees and Board of Directors
- c) Oversee the financial operation, budget performance, and financial assets and resources of the Strategic Partnerships team
- d) Ensure best practices are established and maintained in record updating and data entry of moves management with donors/prospects
- e) Collaborate with Donor Services to implement information systems, infrastructure, policies and operational procedures to support best practice donor relationship management
- f) Proactively direct preparation of communications to support Strategic Partnerships activities

2. Signature & Partnership Events

- a) Develop the strategy and oversee the management of the organization's largest fundraising events – such as the Sporting Life 10k, biennial gala, Ooch Muskoka Gala, R2//NYC and strategic partnership and corporate fundraising events
- b) Oversee an event and office volunteer program that builds relationships with volunteers and meets the Development team's goals through effective recruitment, orientation, training, recognition and evaluation
- c) Oversee committees to support the signature and partnership events, serving as primary relationship manager for key partnership event and committee member contacts, including the recruitment, solicitation and stewardship
- d) Achieve overall fundraising targets for portfolio by development strategies to actively engage new prospects, advance or re-engage existing relationships with corporate partners, assigned donors and committee members
- e) Actively identify and secure new partnership event opportunities to engage new supporters and meet revenue goals
- f) Collaborate with Director, Community Giving on event processes and procedures and event staffing schedule and portfolio allocation
- g) Actively identify new prospects and new ways to increase support from event participants, taking a lead role to migrate donors to major and/or annual giving

3. Corporate Partnerships & Engagement Activities

- a) Oversee the assessment, cultivation and solicitation of new corporate partners
- b) Oversee the strategic planning, research, and outreach to secure sponsorships for signature and partnership events and



- c) Oversee the strategic plan for stakeholder engagement activities to drive both new revenue, donor acquisition and stewardship targets including corporate volunteer days, stewardship events and cultivation events
- d) Act as primary relationship manager to an assigned portfolio of corporate partnership ensuring we reach or exceed targets
- e) Direct proactive research and participation in ongoing prospect identification, taking responsibility to acquire new corporate partners and upgrade/engage existing partners, in collaboration with the Philanthropy team

4. Staff Management

- a) Participate in the Senior Leadership Team of Development & Marketing and Communications
- b) Lead the Strategic Partnerships team of 6+ FTE and develop an environment that fosters team cohesiveness, optimizes collaboration, ensures operational effectiveness and efficiency, and upholds uncompromising service quality standards
- c) Provide effective coaching, feedback, recognition and professional development, including implementation of the performance review process in order to create a highly motivated, high performing team
- d) Ensure the team is well-trained on, and effectively uses all organizational systems, processes and tools
- e) Ensure that direct reports have a clear understanding of what is expected of them (roles, accountabilities and performance objectives) and the tools and skills required to do their work effectively and efficiently in order to ensure the organization achieves its strategic priorities
- f) In collaboration with the Chief Development Officer and Human Resources, attract, hire and retain the best talent to ensure the overall engagement, retention, productivity, and bench strength of the team

Experience and Qualifications:

Required Criteria

- a) Minimum 7 years' experience as an events and partnerships/sponsorships fundraiser, with revenue targets exceeding \$3M+
- b) Demonstrated experience securing \$50,000+ gifts from corporate partners, including designing sponsorship opportunities and employee engagement programs
- c) Demonstrated experience in managing staff, senior level fundraising volunteers and volunteer committees
- d) Experience in developing and adhering to a budget and business plan
- e) Effective demonstration of ability to articulate the case for support and the impact of donors' giving
- f) Ability to initiate, analyze, monitor, evaluate and alter strategic business plans
- g) Enthusiastic and highly motivated, as well as proactive and persistent, understanding how to work collaboratively with individuals and teams in a complex environment
- h) Strong administrative and problem-solving skills with the ability to translate vision and strategy into tactics and actions
- i) Highly developed oral and written communication skills; experience presenting in a public forum
- j) Extensive experience working with Raiser's Edge or other fundraising databases
- k) Strategic planning, project management and event management skills and experience
- l) Current police reference check with vulnerable sector screening
- m) Current driver's license and insurability
- n) Ability to travel to US for work

Advantageous Criteria

- a) Post-Secondary education in event management and/or fundraising
- b) More than 2 years of management experience
- c) Demonstrated experience growing corporate partnerships and strategic events



- d) CRFE designation
- e) An understanding of the power of camp
- f) Demonstrated commitment to volunteerism or volunteer sector
- g) Experience using Race Roster and Engaging Networks fundraising platforms

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. Principled person with strategic mindset and approach, mission-driven.

Particular Working Conditions:

- a) Works in an open office setting
- b) In consideration of the population Ooch serves, the incumbent is a non-smoker.
- c) This position involves considerable evening and weekend commitments and some travel that requires driving through Ontario and potentially the U.S.

Physical Requirements:

Ability to stand for prolonged periods of time; continuous computer activity; ability to lift up to 50lbs and extended work for extend periods of time to support event execution.

Benefits

This position offers a competitive salary, full benefits package, vacation, professional development, and performance based increases.

To Apply

Please send a cover letter, resume and expected salary to careers@ooch.org with the email subject reading **2020004 – Director, Strategic Partnerships**

We will commence screening applicants on February 18, 2020. This posting will remain open until filled. Only applicants selected for an interview will be contacted. For more information about Camp Ooch and Camp Trillium, please visit www.ooch.org - No phone calls please

Applying by mail is also acceptable and needs to be addressed to the attention of:
Human Resources, Camp Oochigeas, 464 Bathurst St., Toronto, ON M5T 2S6

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.