



Camp Ooch & Camp Trillium

Senior Development Officer, Annual Giving (13 month contract)

About Us

Cancer changes a child's life, but so does camp. And so can you!

Do you have a passion for empowering kids and youth? Do you want to be part of an exciting and dynamic team that makes a real difference in the lives of families affected by childhood cancer? **Then Camp Ooch & Camp Trillium is the place for you!**

It's the place where kids with cancer can just be kids, and families connect with a community of strength and support when they need it the most. Important work continues throughout the pandemic to keep them connected to fun and friendship in hospitals, in the community, and at overnight camp.

Join our team! Learn more at www.ooch.org.

Overall Purpose:

Are you a dynamic, data driven, and innovative leader with a passion for direct marketing? Do you love identifying campaign trends and analyzing data to inform your next strategic move? As the *Senior Development Officer (SDO), Annual Giving* you will be responsible for developing and driving the overall strategy for the Camp Ooch & Camp Trillium integrated direct marketing program, including acquisition and renewing gifts through digital and mailed campaigns.

As a member of the development department's management team, the key accountabilities for the *SDO, Annual Giving* include strategy and program development, project management, communications and people management. This role supervises the full-time Coordinator, Annual Giving, and reports to the Director, Annual & Legacy Giving.

Location: Toronto, Ontario, Canada - 464 Bathurst St. This role is currently working remotely from home. We expect this to be a hybrid work from office/work from home role in the future.

Experience and Qualifications:

Required Criteria

- a) A relevant diploma or degree from a recognized post-secondary institution.
- b) Minimum of 5 years' experience in annual and/or legacy giving fundraising, with at least one year of experience in a supervisory role.
- c) Demonstrated track record of implementing successful fundraising/giving programs and ability to build a culture of philanthropy within an organization.
- d) Experience managing integrated direct marketing campaigns and a mid-level giving portfolio and/or planned giving portfolio.
- e) Strong working knowledge of Raiser's Edge donor database (and online giving and email marketing software (Engaging Networks preferred).
- f) Demonstrated proficiency in data analytics including the ability to analyze donor trends from quantitative and qualitative data.
- g) Ability to effectively manage multiple conflicting priorities from different sources enhanced by problem solving capabilities.

- h) Strong donor-centered approach complemented by excellent organizational, planning and time management abilities.
- i) Ability to work independently, move projects from conceptual stages to launch, and handle multiple and often competing deadlines.
- j) Proven strategic thinking and planning abilities.
- k) Exceptional interpersonal and relationship building skills and superior communication skills (verbal and written).
- l) Excellent proficiency in Microsoft Office Suite software.
- m) Experience working with volunteers to support project execution.
- n) Collaborative team player able to work effectively in cross-functional teams and with external vendors.
- o) Ability and willingness to furnish a current police record check.

Advantageous Criteria

- a) Post-secondary education in fundraising and/or event organizing or equivalent. Experience.
- b) Demonstrated commitment to volunteerism or volunteer sector.
- c) Class G driver's license and ability and willingness to be insured on our auto insurance plan.

Personal/Professional Characteristics

Well organized with proven planning and organizational skills; the ability to manage and prioritize multiple projects; respond to multiple requests; personable with exceptional interpersonal skills; adaptable; strong multi-channel communication skills; diplomatic; attention to detail; able to work in an open office environment

Particular Working Conditions:

- a) There may be infrequent occasions where the incumbent would be required to travel to/attend events run by the organization, such as Camp Open House or offsite staff events.
- b) The position involves some evening and weekend commitments.
- c) The job is performed in a generally hazard free office environment and in a clean atmosphere.
- d) In consideration of the population Camp Ooch & Camp Trillium serve, the incumbent is a non-smoker.

Physical Requirements:

This role requires significant computer use, as well as occasional travel to organization or staff events in locations outside the greater Toronto Area.

Compensation & Benefits

This contract position offers an annual salary range of \$65,000 - \$72,000 commensurate with experience, full benefits package, and paid vacation.

To Apply

Please submit a cover letter, resume and your salary expectations to careers@ooch.org with the email subject reading **2021035 – SDO, Annual Giving**.

We will expect to commence screening applicants October 12, 2021. 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.

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.