



WE ARE HIRING!
COME JOIN OUR TEAM!

SENIOR CORPORATE DEVELOPMENT OFFICER

CHEO Foundation, Ottawa, Ontario

Full time, permanent

Hiring range: \$70,000 to \$82,000

Deadline to apply

posted until filled

Click [here](#) to visit our webpage

About the CHEO Foundation

CHEO Foundation is the philanthropic arm of CHEO, CHEO Research Institute and Roger Neilson Children's Hospice. For 50 years, the CHEO Foundation has been the link between these respected institutions and the generous community that financially sustains them.

CHEO Foundation staff are inspired by donors, and the community, who support pediatric healthcare, cutting-edge research and essential services to ensure children and youth can live their best lives.

We are proud to put the interests of kids at the forefront of our decisions and we are intentional in everything we do. We improve by learning from experiences and by being accountable for our outcomes. We take care of ourselves and each other, embrace equity, diversity, inclusivity and indigeneity, and celebrate success as a team.



CHEOkids



CHEOhospital



CHEOvideos

www.cheofoundation.com

What we offer

- Extended Healthcare Benefits
- Defined Benefit Pension (HOOPP)
- Making a Difference in the Lives of Children/Youth
- Competitive Wages
- Flexible Schedules
- Onsite Fitness Centre
- Learning Opportunities
- Inclusive Culture
- Wellness Programs

The CHEO Foundation is an equal opportunity employer and we are committed to practices that support Equity, Diversity, Inclusion and Indigeneity.

About the Role

Reporting to the Director, Corporate Development, the Senior Corporate Development Officer will serve as a key member of the CHEO Foundation team. The CHEO Foundation is embarking on its largest growth mandate ever, including a capital campaign. With business development acumen, the Senior Corporate Development Officer will execute and help build a strategy that supports the future vision of the Foundation.

The Senior Corporate Development Officer's role is integral to the CHEO Foundation meeting its fundraising goals. The successful candidate will be responsible for managing a portfolio of corporate donors and potential corporate partners all meant to engage the community and help acquire and build new avenues of support. Additionally, this position will be responsible for overseeing all regional partner revenue and hyper-local execution, as well as identify new corporate partners to join the fold.

About You

You embrace the opportunity to work in a team environment with a commitment of excellence to donors, sponsors, volunteers and co-workers alike. You are creative, organized and embrace the concept of new challenges. You are comfortable getting in front of prospective partners and asking for their financial support. You are a critical thinker who enjoys identifying revenue growth opportunities and who works to achieve them. You have a fundraising background or similar corporate work experience and love the notion of helping the children, youth and the families we serve.

You are capable of multi-tasking while maintain your own critical path for successful outcomes on your projects. You are a dynamic, professional team player with exceptional interpersonal, communication and organizational skills. You are self-motivated and your initiative has proven successful. Time management is one of your strong suits and you are comfortable speaking with audiences large and small.

Primary Responsibilities

- Oversee the execution and fundraising efforts of all regional partner programs
- Develop strategies to grow the program through acquiring new community partners
- Manage the stewardship of a portfolio of annual corporate donors
- Solicit partners for major gift acquisitions
- Seek out corporate support for sponsorship opportunities and staff engagement
- Compose funding requests, grant applications and proposal writing
- Develop and implement a growth strategy for your portfolio by acquiring new corporate donors
- Evaluate event and gift results while determining future direction
- Represent the Foundation at events and in the community

Qualifications

- University degree or college diploma; or equivalent experience
- Experience in corporate fundraising, partnerships and business development, preferred
- Comfortable working in a team environment
- Fundraising database experience is essential; familiarity with Raiser's Edge is an asset
- Attention to detail with strong written and verbal communication skills
- Ability to manage and coordinate multiple projects in a fast-paced environment
- Proficient in Microsoft Office Programs (Word, Excel, PowerPoint)
- Excellent organization skills with the ability to meet multiple and competing priorities
- Ability to work independently with minimal direction/supervision
- Bilingualism (English and French) is essential
- Flexibility to work some evenings/weekends, as required
- Access to an automobile is required

Application Process

Applications will be accepted until midnight **August 2nd, 2024**. Please send your resume with a cover letter to apply@cheofoundation.com with the position title in the subject line. Although we appreciate the interest of all candidates, only candidates invited for interviews will be contacted. No phone calls please.

The CHEO Foundation is an equal opportunity employer. Should you require any accommodations during the application process please notify Human Resources as per the Accessibility for Ontarians with Disabilities Act.