

JOB POSTING

Manager, Leadership Giving



Daily Bread's vision is to end hunger in our city and to that end we require both food to assist those experiencing hunger and funds to make sure we can maintain our operations as well as purchase nutritious food. We are looking for a Manager, Leadership Giving who will have direct responsibility for leadership donor management and develops a strong pipeline for the major gift portfolio. The position has responsibility for a high level of donor care, including managing relationships with leadership-level supporters.

Job Title:	Manager, Leadership Giving
Reporting to:	Director, Major Gifts
Location:	191 New Toronto Street, Toronto, ON, M8V 2E7
Start date:	Immediately
Terms:	35 hours a week / Permanent – Full-time <i>Daily Bread offers a competitive employer-paid benefit package after three months and an opportunity to join the Group RRSP plan after one year.</i>

Responsibilities

Loyalty Giving (50%)

- In collaboration with VP, Philanthropy and Director, Major Gifts, develop and execute comprehensive action plan to cultivate and solicit 2,000+ donors in the mid-level pipeline, through premium packages, face-to-face and special solicitation offers.
- Identify major gift donor prospects among the leadership pool and help steward donors who have reached their maximum giving potential.
- Identify planned giving prospects, through targeted newsletters, surveys and other communications.

Donor Stewardship & personal engagement (40%)

- Develop, implement and manage a mid-level/loyal donor stewardship strategy, using a variety of meaningful opportunities to connect with Daily Bread, including customized donor bulletins, telephone town halls and stewardship events.
- Steward current and potential donors through regular updates (phone calls, meetings, personal letters and acknowledgements) to maintain interest and engagement.

Other projects and staff support (10%)

- Provide guidance and leadership support to development managers and officers assisting with program development, donor relations and stewardship strategies.
- Assist the VP of Philanthropy with special projects as directed.

Education/Experience (or equivalent)

- Minimum of 5 years progressive experience managing leadership giving programs.
- Demonstrated success in developing the systems and relationships to secure multiple donations in the \$5,000-\$10,000 range.
- University degree or equivalent practical experience in a relevant field.

- CFRE desired; knowledge of regulatory framework and ethical fundraising practices required.
- Strong and proven CRM skills and experience

Key Competencies

- Able to work as a team member and facilitate people to work towards a common goal.
 - Able to identify, analyze and solve challenges as they arise and recommend constructive solutions.
 - Effective and creative communication skills, both written and verbal.
 - High degree of numeric literacy.
 - Innovative, creative, humorous and self-motivated.
 - Strong leadership skills and the ability to lead people.
 - Strong analytical and organizational skills and the ability to meet short-term targets without compromising long-term objectives.
 - Results orientated in a mission driven environment.
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How to Apply

To be considered, forward a covering letter stating why you are suitable for the role along with your résumé by Sunday, **February 23, 2020** to Human Resources – hr@dailybread.ca

*Daily Bread Food Bank thanks all individuals who apply for this position and will only contact candidates who are selected for an interview. **Daily Bread Food Bank is an equal opportunity employer and encourages applications from members of designated groups.** Persons with disabilities who need accommodation in the application process, or those needing job postings in another format, please e-mail a request to Human Resources.*