



Shine Foundation is a national charity changing the lives of young people in Canada living with severe physical disabilities. We serve young people aged 11-21, acting as a catalyst for developing confidence, strength, and a positive sense of self. A Shine Dream can help young people to think differently about the future, imagine new possibilities and develop a sense of purpose that can last a lifetime. **Shine's values:** Employing integrity, compassion, and respect in everything we do, and having the courage and commitment to achieve our goals.

What will you do in this role?

The Fund Development Officer – Central Canada (Ontario & Quebec), will play a pivotal role in advancing the mission of Shine Foundation by spearheading fundraising initiatives across the region. This position will primarily focus on engaging and cultivating relationships with individual and corporate donors and fostering partnerships with foundations and community groups. This key position is also responsible for overseeing 3rd party and community events and helps to deliver sustainable financial support for Shine Foundation programs.

What does Shine have to offer you?

- **An exciting opportunity** to build the next phase of our comprehensive fundraising campaign to make a difference in the lives of young people living with severe physical disabilities.
- **Flexible location of work.** This opportunity supports remote work with the occasional workday in the London office.
- **Consistent salary.** The salary band for this position is \$60,000 – \$63,000 per year with the opportunity for increases on a yearly basis.
- **Physical and mental health benefits.** Shine provides a competitive benefits program to support your health and well-being.
- **Commitment to your growth and development.** You would have a budget for your ongoing development each year. Shine also provides internal training and ensures consistent coaching and development.
- **Fun work environment.** No success is too small to celebrate! We also recognize the important life moments for our team. We have virtual and in-person events just for the fun of it.
- **Work closely with an experienced leadership team** as we build a strong strategy for growth.

Let's talk about you. You are someone who:

- Is passionate about your work and you are looking to apply your skills and talents.
- Has exceptional networking and new business development skills and has in-depth knowledge of the Central Canada (Ontario & Quebec) philanthropic landscape, including key stakeholders, funding sources, and community networks.
- Has a post-secondary degree in nonprofit management, business administration,

communications, or a related field.

- Minimum of 5 years of experience in fundraising, development, or sales, with a proven record of success in individual giving, major gifts, corporate partnerships, foundation grants, and community fundraising.
- You must be comfortable phoning prospective donors and sponsors and having in-person meetings.
- Leadership, strategic planning, and project management skills, with the ability to develop and execute effective fundraising strategies and campaigns.
- Has experience working in special events and securing corporate sponsorship.
- Has strong planning and organization skills; ability to manage multiple projects from conception to completion within tightly prescribed timelines.
- Has advanced computer skills; knowledge of Raiser's Edge and excellent working knowledge of the Microsoft Office Suite.
- Has a positive and professional attitude, appearance and demeanour, and the ability to serve as a professional role model internally and in the community.
- Takes initiative and can work well both independently and in collaboration with peers.
- Excellent interpersonal, communication, and relationship-building skills, with the ability to engage and inspire donors, partners, volunteers, and stakeholders.
- Results-driven, with a focus on meeting fundraising targets, driving revenue growth, and achieving measurable outcomes.
- Flexibility to work evenings and weekends as needed to support event and volunteer activities.
- Availability for potential travel across Canada.
- Commitment to the mission and values of the Shine Foundation, with a passion for making a positive impact on the lives of individuals with severe physical disabilities and their families.
- You must have a valid driver's license and regular access to a vehicle with the appropriate level of insurance.
- The ability to communicate in both official languages is an asset.

About Our Team:

Shine is a team that thrives on working together and we value the contribution of the individual to overall organizational goals. We are committed to the well-being of our team, including their growth and development. Our team is motivated by the change we see in the youth we serve.

We are looking for a leader with a passion for philanthropy, inspiring others, and working in a team environment focused on results.

Next step? That is up to you.

Would you like to learn more about this opportunity and how you may be able to join the team at Shine? **Apply today! We will be filling this position as quickly as possible.**

Please submit your cover letter and resume to careers@shinefoundation.ca

While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted. The Shine Foundation of Canada is an equal opportunity employer.

Please explore www.shinefoundation.ca for more information about Shine Foundation.