



Jewish
General
Hospital
Foundation

DIRECTOR, MAJOR GIFTS AND LEADERSHIP GIVING

ADVANCEMENTS IN HEALTHCARE ARE MADE HERE.

Since 1969, the Jewish General Hospital (JGH) Foundation has been a vital source of support for the JGH to enhance its extraordinary patient care, further scientific discovery, and transform healthcare delivery through innovation. We partner with inspired community members to implement a wide variety of fundraising initiatives to achieve these ambitious goals.

We are a vibrant team of professionals and an organization committed to empowering you to take on a pivotal role in this vital ecosystem. Together, we continue to enable awe-inspiring medical breakthroughs and drive the Jewish General Hospital forward, for the betterment of all Quebecers and beyond.

THE OPPORTUNITY

Reporting to the Associate Vice-President, Development, the Director, Major Gifts and Leadership Giving will be responsible for developing and executing strategies including all elements of the donor cycle to secure funds and support the Foundation's mission. Managing a portfolio that has a combination of Major Gift prospects as well as Leadership Gift prospects, we are looking for a director who will leverage their experience and skills to help the JGH Foundation continue to build on its successes.

DUTIES AND RESPONSIBILITIES

1. **Leadership Giving: Fundraising and Donor Relations (50%)**
 - Actively manage a portfolio (approximately 100 constituents) through the cultivation of relationships with current leadership donors to deepen and broaden existing philanthropic commitments and to achieve financial targets.
 - Identify, cultivate, solicit, and steward leadership gifts from prospects, donors and grateful patients.
 - Organize, and liaise with appropriate internal and external stakeholders to ensure preparation of all necessary materials ensuring alignment with donors' interest and hospital priorities.
 - Qualify annual and leadership donors to help expand our database and pipeline of prospects.
 - Liaise with other departments (Donor Relations, Stewardship, Donor Recognition, etc.) to ensure that gifts are appropriately stewarded over both the short and long term.

2. **Major Gifts: Fundraising and Donor Relations (50%)**

- Grow and actively manage a portfolio (approximately 50 constituents) through the cultivation of relationships with current major gift donors to deepen and broaden existing philanthropic commitments and to achieve financial targets.
- Define a strategic solicitation and personalized stewardship plan for each of the targeted donors in the portfolio.
- Develop and implement major gifts strategies to increase awareness and contributions amongst existing and potential donors.
- Develop strong collaborative relationships with Jewish General Hospital stakeholders: physicians, researchers, and other health professionals.
- Collaborate with the team of foundation professionals to identify and qualify new prospects and build appropriate strategies to capture giving potential.
- Organize, and liaise with appropriate internal and external stakeholders to ensure preparation of all necessary materials ensuring alignment with donors' interest and hospital priorities.
- Qualify major gift donors to help expand our database and pipeline of prospects.
- Liaise with other departments (Donor Relations, Stewardship, Donor recognition, etc.) to ensure that gifts are appropriately stewarded over both the short and long term.
- Create and maintain an effective working relationship with your assigned Executive Assistant (shared) ensuring guidance and optimization of workflow.

QUALIFICATIONS AND REQUIREMENTS

- Undergraduate degree in a relevant discipline, CFRE an asset.
- A minimum of 5 years of experience as a fundraiser, including the management of a portfolio of donors.
- Proactive approach to assigned responsibilities and tasks.
- Exceptional interpersonal relationship skills.
- Ability to work in both French and English (oral and written)
- Ability to take initiative and embrace challenges.
- Strong communication skills and ability to work as part of a team.
- Knowledge of Microsoft Word, Excel, and PowerPoint and ability to work with various technologies and platforms.
- Knowledge of Raiser's Edge a strong asset

KEY INFORMATION

- Permanent, full-time position (35 hours/week)
- Salary: \$100,000 - \$125,000
- Competitive benefits package, including group retirement plan with employer match.
- Hybrid work environment
- For more information on how the JGH Foundation is creating more tomorrows, consult our latest [Annual Report](#).



DIVERSITY, EQUITY, INCLUSION AND BELONGING STATEMENT

The JGH Foundation is a proud equal-opportunity employer, and we are committed to creating an inclusive workplace that allows all of our people to reach their full potential. A diverse team with a genuine passion for our cause is the key to our success and we believe in bringing your whole self to work.

