



Chief Development Officer – Career Opportunity

The *Jewish Federation of Winnipeg (JFW)*, is looking for a dynamic and engaged individual to fill the position of **Chief Development Officer**. The Jewish Federation of Winnipeg's mission is to act as the representative body of the Winnipeg Jewish Community, building and sustaining a strong, secure and connected community rooted in Jewish values. The JFW conducts an annual campaign of almost \$6 million dollars and has endowment assets of over \$4 million dollars.

This senior position reports directly to the Chief Executive Officer, works in collaboration with numerous lay and professional leaders and committees, and leads and motivates a highly skilled campaign team. The incumbent requires the ability to adhere to deadlines, modify plans, timelines or processes in response to changing circumstances, and to handle multiple tasks with proven organizational, problem-solving, and analytical skills. He/she will be responsible for:

- Developing, implementing and monitoring a robust and innovative development strategy;
- Coordinating events focused on volunteer, agency and donor engagement, education, relationship building and appreciation to achieve annual fundraising goals;
- Leading by example, with a can-do attitude, all campaign efforts by identifying, cultivating and soliciting major donors and those with potential to be major donors and proactively expanding the donor and data base through community outreach;
- Overseeing the maintenance, development, and effective and efficient confidential database use, including prospect activity tracking and resulting fundraising strategies based on database analysis;
- Developing and managing the development budget and preparing ongoing reports;
- Creating a campaign marketing strategy and oversee the development of campaign communications;
- Strategizing endowment, corporate sponsorship and supplemental giving;
- Directing solicitation processes from recruitment, training, canvasser assignments, and ongoing motivation and monitoring of canvasser successes;

All applicants will have a track record of proven development/sales and community networking success. Applicants will be experienced in using Microsoft Office and CRM databases, and managing budgets. Knowledge of endowment/legacy giving and social media are considered strong assets.

To be successful in this role, the incumbent will have a mature interpersonal and communication style and an out-going demeanor with an ability to consistently demonstrate common sense, teamwork and excellent judgment in decision making. He/she will also exhibit a high level of integrity and ability to be entrusted with sensitive information and conduct daily activities with the utmost professionalism and a deep understanding of issues that impact the Jewish community. This position requires use of a personal vehicle and an ability to work extended hours as necessary to interact with donors and prospects and attend relevant meeting and community events.

Please send cover letter and resume outlining in detail how your experience and skills meet the requirements of this position to careers@jewishwinnipeg.org