



# PILGRIMS HOSPICE

## **Capital Campaign Director**

For over 20 years Pilgrims Hospice Society has provided supportive programming and services for those living with a life-limiting illness, their families and loved ones.

Pilgrims Hospice is ready to embark upon an exciting phase in our journey – building our new Hospice Centre. Pilgrims Hospice Centre will deliver highly integrated programs and services designed to support those living with a life-limiting illness, their families and loved ones, from diagnosis through bereavement in a modern, state-of-the-art home like environment.

With a proposed target of \$15 million we are seeking an experienced Capital Campaign Director to provide support to our Capital Campaign Cabinet in the implementation and management of the campaign, from pre-public launch through to public launch, building opening and campaign completion.

Reporting to the Executive Director with accountability to the Capital Campaign Cabinet Chair the successful candidate will be a key member of the Capital Campaign team.

## **Key Accountabilities**

The successful candidate will:

- Contribute to and lead the implementation of the capital campaign plan, ensuring excellence in planning and execution. Ensure milestones/targets are achieved.
- Working with the Capital Campaign Cabinet, Executive Director and other stakeholders lead the identification, research, cultivation, solicitation, recognition and stewardship of prospective supporters and donors.
- Oversee campaign management including budget and timelines.
- Develop, prepare and deliver campaign reporting and progress on a monthly basis.
- Manage cultivation and recognition events including campaign launch, milestone celebrations and grand opening celebration.
- Oversee campaign communications, including the development of content for use across web and social media platforms, presentations, press releases and ongoing public relations outreach.
- Engage volunteers in the support of the capital campaign. Determine volunteer roles and opportunities and ensure volunteers are utilized, engaged and appreciated.

## Qualifications

- Significant fund development experience, including demonstrated success in securing gifts of up to \$1million.
- Capital campaign experience and the ability to demonstrate previous success in campaign planning, management and completion.
- Strong communication and presentation skills.
- Excellent relationship building skills; demonstrated ability to work with and through others.
- Experienced in the effective use of donor management systems (ie. eTapestry)
- Ability to demonstrate sound judgement, diplomatic and collaborative in nature.
- Understanding of hospice palliative care and a sense of purpose for the work of Pilgrims Hospice.
- Valid driver's license and access to a vehicle is required.
- Flexibility to work outside of business hours from time to time is required.
- Bachelor's degree or equivalent combination of related education and experience.
- CFRE considered an asset.

This position is a one-year renewable contract with the potential for ongoing employment following campaign completion.

Please submit your resume with salary expectation in confidence to:

Monica Robson, Executive Director  
[monicar@pilgrimshospice.com](mailto:monicar@pilgrimshospice.com)

Closing date for submissions is January 21, 2018.

We thank all applicants for their interest in this position. Only applicants moving forward in the interview process will be contacted.