



In the fight for life every second counts. So does every dollar.

STARS is a charitable, non-profit organization funded by our allies: visionary individuals, organizations, businesses, event partners and governments. For more than 30 years our success has been grounded in community partnerships and donations. We are committed to continuing those alliances and providing our life-saving services well into the future. We operate out of six bases located in Alberta, Saskatchewan and Manitoba, flying over 3,000 missions each year to provide safe and rapid medical transport for the critically ill and injured.

The STARS Foundation operates across three provinces raising funds through major gifts, direct mail, events, lotteries and merchandise sales. We know that when we put the right tools in the hands of the best talent we don't just save time, we save lives. Our fundraising ensures we have an adept, adaptable and very talented crew. STARS is a fast-paced, exciting place to work, where every member of our team plays an important role in our life-saving mission.

STARS Foundation is also in the planning stages of a major capital campaign designed to impact the lives of people in our communities for generations to come. Over \$100 million will be raised through philanthropy and government support; the largest campaign undertaken in our organization's history. Our major gift fundraising team will play a significant role in the success of this campaign.

For many, STARS is their lifeline. Come be part of the team making that possible.

Development Officer, Major Gifts Edmonton

Reporting to the Director of Development, Alberta North and working out of our Edmonton Base, the Development Officer, Major Gifts works to ensure STARS fundraising goals are met through the identification, cultivation, solicitation and stewardship of major gifts (\$10,000+) to the Foundation. Working with the Director of Development you will manage a portfolio of prospects and work towards achieving an annual fundraising target.

Key Responsibilities

- Develop and implement comprehensive plans for identifying, cultivating, soliciting, and stewarding gifts in your assigned donor portfolio, with the goal of building lasting donor relationships with STARS
- Prepare and deliver high quality proposals, presentations and other communication materials to donors and prospective donors
- Establish and maintain professional and productive relationships with key volunteers, prospects, donors, and other STARS crew and allies
- Maintain accurate, professional and current Raiser's Edge records, actions, and reports

- Participate actively as a member of an integrated development team

Attributes of Successful Candidates

- Enthusiasm and energy
- Adherence to a high ethical standards
- Demonstrated track record in soliciting major gifts
- Strong decision making, problem solving and research skills
- An aptitude for building strong, long-lasting relationships
- Ability to take initiative and work both independently and as part of a team
- Excellent communicator with strong interpersonal skills, tact and diplomacy

Qualifications

- Post-secondary degree in a related field or a combination of education and experience, including a minimum of four years working in a non-profit development related role with at least one year directly related to making solicitations at the major gift level
- Experience with prospect management database software, particularly Raiser's Edge, is considered an asset

STARS offers a competitive salary based on education and experience, as well as an excellent benefit package with a matching RRSP program.

To explore this opportunity further, please submit your resume to resumesab@stars.ca with Development Officer Major Gifts Edmonton in the subject line. Close date June 27, 2018.

While we thank everyone for their interest, we are only able to contact applicants selected for an interview. You are encouraged to watch for future opportunities by checking www.stars.ca