

Associate Director, Stakeholder Relations

THE OPPORTUNITY:

The Glenrose Rehabilitation Hospital Foundation is seeking an energetic and engaging Associate Director, Stakeholder Relations to join our team. Reporting to the President & CEO, the Associate Director, Stakeholder Relations will be responsible for identifying and developing new partnerships that enhance the position of the Glenrose and driving strategic initiatives forward. The successful candidate has the ability to build strong relationships with all stakeholders and will permeate a culture of good will and philanthropy in the community. The ideal candidate for this position will be able to build the capacity of the team and the Glenrose Foundation and strengthen relationships with a myriad of stakeholder groups.

ABOUT THE GLENROSE REHABILITATION HOSPITAL FOUNDATION:

We are passionate champions of rehabilitation. We work to educate, inspire and create awareness while fostering relationships with stakeholders. We raise and provide critical funding for initiatives that are core to our vision and support patients and their families. We constantly seek to push beyond the boundaries of what's possible to keep the Glenrose Rehabilitation Hospital at the forefront of rehabilitative care.

KEY RESPONSIBILITIES:

- Identifies opportunities for partnership and opens doors for the Foundation to communicate and collaborate on mission-related priorities to support growth and overall health of the Foundation
- Establishes and maintains a network of key contacts; ability to develop stakeholder frameworks (ie. government, media, community influencers)
- Cooperates with and influences other partner organizations and Foundations on positions and strategies that enhance the Foundation's strategic objectives
- Liaises and collaborates with other Foundations across Alberta, Canada, and North America to identify and implement Foundation and not-for-profit best practices; creates and leads the implementation of standards of excellence (ie. Imagine Canada status)
- Proposes and manages the execution of relationship building tactics and activities
- Develops, integrates, and manages community engagement efforts and creates positive engagement experiences internally across departments; leads committees and teams as required, improving service and quality
- Conducts research (design and evaluation) and builds business cases, budgets, and policies in line with Foundation goals and desired outcomes that will ensure the Foundation is positioned for growth and is sustainable
- Mentors the team in positively representing the Foundation in the community
- Coordinates Board of Trustees activities (meetings, workshops, training/development, etc.) and facilitates the integration of the Foundation's strategic plan, the Hospital's strategic plan with operational plans
- Manages and leads tours, attends events and meetings as required, and other related duties

SKILLS AND QUALIFICATIONS:

- Undergraduate degree in a relevant research-based discipline (ie. science or the humanities) with a broad, in-depth understanding of evidence based approaches and health/public policy, opportunities, and challenges (equivalencies to be considered)
- 3-5 years of relevant experience in research, advocacy, and community engagement
- Work experience in a not-for-profit organization is preferred
- Keen ability to ascertain stakeholder needs, manage relationships strategically and align interests
- Experience working collaboratively and leading consultative processes with stakeholders
- Proficiency in monitoring social outcomes and understanding the environment in which we operate, identifying strategic objectives in response to change
- Ability to lead teams and influence others by articulating sound, rational arguments
- Ability to establish, lead and maintain positive working relationships with key stakeholders
- Excellent presentation, verbal and written communication skills
- Experience with media relations is an asset
- Strong computer skills and ability to use technological tools to organize and advance the work of the team (i.e., MS Office Suite, SharePoint, other workflow tools, digital engagement platforms)
- Brings humility, energy, diplomacy and a deep commitment to philanthropy

TO APPLY:

Please submit an application by email to info@glenrosefoundation.com; including your cover letter, resume, and salary expectation. Applications will be reviewed following the closing date of November 9, 2018.

We thank all candidates for their interest. Only those under consideration will be contacted.