



Executive Director, Gift & Estate Planning
Full-Time, Permanent
Vancouver, BC

This is the most exciting time in the history of cancer research and care.

We are on the cusp of true transformation. Cancer is the world's biggest health crisis, and the BC Cancer Foundation (BCCF)—the fundraising partner of BC Cancer- is positioned to lead the charitable sector and drive health care transformation to elevate cancer care for all British Columbians and beyond.

With over 90 employees working across five sites in B.C., and annual revenue of over \$80 million, we are one of the largest non-profit organizations in B.C. We engage with over 100,000 donors and communities to inspire philanthropic investment in BC Cancer, partner with some of the world's leading researchers, oncologists, care providers, and are governed by a Board of Directors leading in the community.

At the BC Cancer Foundation, we are a professional, passionate, and positive team who believe that we can help make a difference in the lives of all British Columbians and bring us closer to a world free from cancer.

We are driven by a collective purpose to be a catalyst, powering world-class innovation while supporting deeply personal cancer patient journeys.

About the Opportunity:

We are seeking a strategic and visionary Executive Director, Gift and Estate Planning (GEP) to join the BC Cancer Foundation and lead and expand our Gift and Estate Planning program. Reporting to the Senior Vice President, Chief Development Officer, you will be responsible for overseeing the development, implementation, and growth of the Foundation's province-wide strategy for planned giving, and ensuring the long-term health of the organization through meaningful legacy gifts.

The Executive Director will lead a team of high-performing professionals and oversee a well-established Gift and Estate Planning program, providing strategic leadership across fundraising efforts, while supporting estate administration. The successful candidate will be a collaborative leader, seasoned fundraiser and subject matter expert leading innovative philanthropic initiatives.

In this exciting role, you will be a system leader and pivotal in securing current and future transformational gifts that will ensure BC Cancer Foundation remains at the forefront of legacy philanthropy and driving cancer care innovation in British Columbia.



Responsibilities will include:

Strategic Leadership & Program Management

- Lead the design and execution of the GEP strategy, driving the growth of planned gifts to ensure alignment with the Foundation's overall fundraising strategy.
- Develop and implement comprehensive plans for GEP fundraising programs and campaigns, driving growth in comprehensive philanthropic strategies across the province.
- Oversee the annual budget for the GEP program, ensuring effective resource allocation while meeting financial and fundraising targets.
- Collaborate with senior leadership to integrate GEP strategies with other Foundation programs, ensuring coordinated and aligned fundraising activity.

Fundraising & Donor Engagement

- Cultivate and steward a portfolio of 100-125 major and planned giving prospects
- Achieve a target of 30+ new planned giving confirmations annually by proactively engaging donors, leading with a donor-centered stewardship approach.
- Integrate major gift fundraising with planned giving efforts, ensuring alignment with the overall fundraising strategy.

Team Leadership & Development

- Lead, mentor, and develop a team of 4 direct reports (8 total) providing guidance and support to foster a high-performance culture.
- Engage senior volunteers and stakeholders, leveraging their relationships to strengthen donor engagement and increase support for the GEP program.
- Set clear goals, track progress, and provide regular feedback to ensure the team's success in meeting fundraising objectives.

Estate Administration & Expertise

- Work in close partnership with the Director, Estates & Trusts—whose expertise guides the Foundation's estate administration—to ensure gifts are administered effectively and in alignment with donor intentions and legal standards, and provide input on complex estate issues
- Review and advise on strategic estate planning approaches, ensuring alignment with donor goals and regulatory requirements
- Cultivate relationships with external advisors (e.g., lawyers, financial advisors, accountants) to strengthen the Foundation's planned giving efforts.

External Relations & Representation

- Represent the Foundation at public events, media opportunities, cultivation activities, and stewardship events across the province.
- Collaborate with BC Cancer teams to ensure GEP initiatives align with the Foundation's cancer care and research priorities.
- Act as the Foundation's ambassador at high-profile meetings and functions, building new relationships and deepening existing ones.

Strategic Planning & Risk Management

- Ensure all estate and gift planning activities comply with legal, ethical, and financial guidelines, and proactively manage risks related to the program
- Stay informed on the latest trends and innovations in gift and estate planning to continually improve the Foundation's program and drive new revenue streams.
- Work closely with senior leadership to address complex gift & estate matters, ensuring alignment with Foundation policies and goals.

Qualifications

- A degree from a recognized post-secondary institution
- Legal, financial planning or estate planning background or experience collaborating with estate professionals is an asset.
- Minimum of 10 years of experience in fundraising or a related field, with a focus on planned and major gifts.
- At least **5 years in a leadership role** overseeing major or planned giving programs, with a track record of securing significant gifts.
- Deep understanding of Canadian tax law, estate planning, and various gifting vehicles, with the ability to communicate complex concepts to donors and staff.
- Strong leadership skills with experience managing and mentoring a fundraising team.
- Exceptional communication and interpersonal skills, with the ability to build relationships with high-net-worth individuals, financial advisors, and key stakeholders.
- Demonstrated ability to manage a diverse portfolio of prospects, prioritize tasks, and achieve measurable fundraising goals.

Salary Range: \$120,000-\$160,000

What We Offer

- 5 weeks' vacation plus office closure between Christmas Eve and New Years, as well as half days office closures before each statutory holiday
- Comprehensive benefit package including coverage for health, dental, vision and various paramedical services, plus participation in the Employee & Family Assistance Program
- Participation in the Municipal Pension Plan



BC Cancer Foundation is committed to fostering, cultivating and preserving a culture of diversity & inclusion. All qualified applicants will receive consideration for employment regardless of age, ethnicity, gender identity or expression, language, national or Indigenous origin, family or marital status, physical and mental ability, political affiliation, race, religion, sexual orientation or socio-economic status.

If this position is of interest to you, please apply online at:

<http://bccancerfoundation.com/about-us/careers>