

SickKidsFoundation



BeingOrdinary

# WE'RE NOT LOOKING FOR ORDINARY WE'RE LOOKING FOR YOU

At SickKids Foundation, we do the extraordinary everyday. That's because we have a direct stake in the lives of children. Our job is funding the fight at SickKids; our mission is to make every kid a healthy kid, here and around the world. We are an organization devoted to the greater good, so we don't settle for less. If you are far from ordinary, join us.





# SICKKIDS FOUNDATION IS ON THE HUNT FOR AN EXTRAORDINARY MANAGER, GIFT AND ESTATE PLANNING

## ABOUT US:

SickKids Foundation leads the fight for The Hospital for Sick Children (SickKids), recently ranked the number one paediatric hospital in the world by Newsweek. Celebrating 50 years of philanthropic impact in 2022, SickKids Foundation is the largest charitable funder of child health research, learning and care in Canada, benefitting the health of children and their families across the country and around the world. Thanks to our donors, last year, SickKids Foundation raised over \$200 million from individuals, companies, events and community groups from throughout the Greater Toronto area and beyond. As a national charity, SickKids Foundation also invests in national and international initiatives to benefit children in Canada and around the world.

Today, SickKids Foundation is embarking on a new strategic plan grounded in our values of integrity, collaboration, excellence, innovation, and inclusion. We will strive to deliver an unmatched donor experience, invest in our people and culture, drive innovative and sustainable fundraising, leverage our best-in-class brand, achieve the highest levels of efficiency and accountability and be Canada's leading digital charity.

SickKids Foundation is committed to creating an inclusive culture where expressing your authentic self is celebrated. This includes embedding diversity and inclusion in our policies, practices, and behaviours, to build skills, knowledge and awareness of diversity and inclusion across the Foundation and with our external partners. The Foundation is committed to fostering a safe, accessible, and positive working environment. For further information on SickKids Foundation's commitment to Diversity & Inclusion [click here to read our Diversity & Inclusion Policy and Commitment statement](#).

We continue to achieve and exceed our goals because every day we're committed to retaining and attracting passionate individuals who contribute to our goal of making every kid a healthier kid, knowing that healthier children become healthy adults, impacting others and the world for untold benefit. It is within this context that SickKids Foundation is expanding our **Gift and Estate Planning team** with a new **Manager, Gift and Estate Planning**.





**POSITION STATUS:** Temporary Full-time (15-month contract)

**AVAILABLE:** October 2022

**DESCRIPTION OF THE POSITION:**

We are seeking an enthusiastic, forward-thinking and experienced fundraiser who will work as part of our team to support an ambitious fundraising agenda. The Manager, Gift and Estate Planning will be responsible for connecting with individuals (donors, prospects, professional advisors, and colleagues) to identify, cultivate, solicit and steward current and future gifts using gift planning vehicles.

Reporting to the Associate Director, Gift and Estate Planning, the Manager will build and execute strategies to engage various audiences, and be a passionate ambassador for the Hospital for Sick Children.

**YOU WILL:**

- Actively manage a portfolio of current and prospective donors and provide ongoing relationship management;
- Manage the strategy for the development and integration of marketing plans, donor communications, and creation of new materials;
- Develop and execute plan for the stewardship and continued cultivation of various demographics including current and prospective donors;
- Build internal gift planning competency and capacity across the Foundation and assist in the development of new strategies;
- Work with the other Foundation teams to identify and implement donor migration strategies from their portfolios to the Gift and Estate Planning program, and vice versa;
- Maintain and update donor records to ensure data integrity.



## Qualifications:

While we know that for any job posting no one candidate will possess the qualifications being sought in equal measure, below is an outline of the qualifications we believe are important for a candidate to bring to the position or for the successful candidate to develop while in the role:

- A bachelor's degree or higher, plus 3 to 5 years' experience in fundraising with focus on Gift & Estate Planning preferred;
- Demonstrated ability to build new and long-term relationships with prospects, donors, volunteers, and colleagues;
- A proven track record soliciting and closing planned gifts as well as outright current gifts;
- Ability to think strategically and work independently in driving new initiatives or enhancing existing programs;
- Able to exercise discretion and tact with sensitive and confidential situations;
- Ability to work in a fast-paced environment;
- A team player mindset;
- Strong verbal and written communication skills;
- Excellent organizational skills and attention to detail; and
- Excellent computer skills (Microsoft Office) and experience with relationship databases.

We're looking for a passionate individual who is interested in moving the dial and making a difference. We are an environment that looks to attract hardworking and committed people, people who are looking to challenge themselves and grow with a globally recognized brand that continues to change the world. If this describes you, consider joining our team. We look forward to reviewing your application.





## **TOTAL COMPENSATION PACKAGE:**

**HIRING SALARY RANGE:** \$78,481 - \$98,103 Range; with the ability to progress to a maximum of \$112,820. To ensure fair and equitable pay at SickKids Foundation, placement on the salary range will be based on your years of experience, skills and qualifications relevant to the **Manager, Gift and Estate Planning** position.

To help you lead in the fight for kid's health and to support your health, wellness, and career growth, in addition to competitive compensation, we offer a comprehensive benefit package (includes a flex benefit plan), tuition reimbursement, flexible work arrangements, pension plan, and birth parent/parental top up – to name a few!

**HOURS:** 35-hour work week, flexible work options available

**DATE POSTED:** September 15, 2022

**AVAILABLE TO:** Internal and External Candidates

**DEADLINE:** September 29, 2022

### **PLEASE SUBMIT YOUR COVER LETTER AND RESUME TO:**

Please apply on-line by visiting our website: [www.sickkidsfoundation.com](http://www.sickkidsfoundation.com)

SickKids Foundation is committed to its people and the talents, capabilities, and perspectives they bring to our mission. We live that commitment by being open and accessible to all, by valuing and respecting every individual, and by equally supporting every employee. As an organization proud to have joined the BlackNorth Initiative's CEO pledge, we uphold our commitment by inviting and encouraging individuals from diverse lived experiences from Black, Indigenous, communities of colour, people with disabilities, 2SLBTQIA+ community and all candidates who may contribute to the further diversification of the Foundation's community.

Candidates who require accommodation during the recruitment process should contact the Human Resources Department at: [HR@sickkidsfoundation.com](mailto:HR@sickkidsfoundation.com)

