



Canadian
Cancer
Society

WHY JOIN THE CANADIAN CANCER SOCIETY (CCS)?

The Canadian Cancer Society works tirelessly to save and improve lives. We fund the brightest minds in cancer research. We provide a compassionate support system for all those affected by cancer, from coast to coast and for all types of cancer. As the voice for Canadians who care about cancer, we work with governments to establish health policies to prevent cancer and better support those living with the disease. No other organization does all that we do to improve lives today and to change the future of cancer forever.

Help us make a difference. Visit cancer.ca today.

JOB OVERVIEW

Reporting to the Director (National) Estate and Gift Planning, this position is accountable for building and managing long-term relationships with donors leading to a significant increase in long-term revenue in support of the CCS's strategic priorities. The Manager will provide expertise in Planned Giving including stewarding existing donors and attracting new gifts, therefore ensuring this program remains an integral part of the CCS's Leadership Giving program.

The work model will be remote with the occasional travelling to Ontario as required.

WHAT YOU'LL BE DOING:

The position provides expertise in the areas of planned giving primarily in Ontario as well as nationally

- Building relationships and providing guidance, assistance and information on planned gifts to facilitate future bequests and other gift planning options.
- Responding immediately to leads generated through pipeline development activity
- Researching and cultivating prospective donors.
- Meeting with current and prospective donors (and their advisors) and developing giving options specific to the donor's philanthropic and financial objectives.
- Maintaining accurate records of donors, donor/prospect meetings and track activities weekly
- Stewarding current planned gift donors.
- Participates as an active member of the National Planned Giving Team.
- Participates in program development within the National Planned Giving Team.
- Actively identifies and takes advantage of collaboration opportunities across the organization
- Represents the region with passion and professionalism within the Canadian Cancer Society and externally.
- Networks with Allied professionals in the field and attending seminars are required.
- Attends Canadian Cancer Society events as required.
- Accountable for other job-related duties as assigned and for role modelling CCS's values by demonstrating appropriate behaviour in accountability, caring, integrity, respect, quality, responsiveness and teamwork.



QUALIFICATIONS:

- A minimum of 5 years of fundraising experience, researching, cultivating, soliciting and closing planned gifts.
- Demonstrated knowledge, experience and success in Estate and Gift Planning.
- Extensive and current knowledge of all aspects of planned giving vehicles and the tax aspects of those vehicles, e.g. bequests, annuities, trusts, securities, life insurance.
- Being informed regarding tax aspects of charitable gifts, new legislation and revenue rulings affecting such gifts.
- High level of tact and discretion, maturity and good judgement with the ability to deal with sensitive issues in a professional manner.
- Excellent interpersonal, verbal and written communication skills with experience in presenting, explaining and discussing complex information with others – active listening, empathetic, compassionate, ethical and honest.
- Strong implementation skills.
- A strong donor focused orientation and work ethic.
- Values collaboration, maintaining an environment of honesty, openness and energetic exchange.
- Ability to think outside the box with innovative problem-solving ability.
- Provide direction, guidance and motivation to regional staff and be accessible and to demonstrate a sense of urgency in our resolve and decision-making.
- Intellectual capability, with the capacity to identify and prioritize key issues when analyzing information.
- Sense of urgency and the ability to be proactive on issues and opportunities.
- Intermediate to expert level knowledge of Sales Force.
- Flexibility to travel within Ontario.

WHAT YOU CAN EXPECT FROM US:

CCS offers meaningful opportunities to help make a difference in the lives of Canadians with cancer and their families. We are committed to fostering a culture that is inspiring, supportive and exemplifies our core values:

CARING COURAGE INTEGRITY PROGRESSIVE.

In return for your skills and dedication, we offer an attractive compensation package that encompasses a competitive salary, excellent benefits and the opportunity to have a rewarding employment experience where your contributions can make a true difference every day.

HOW TO APPLY:

Qualified candidates are invited to submit their **resume, cover letter** and **salary expectations**.

For internal candidates, this position is assigned to salary band 6.

CCS is committed to employment equity and encourages applications from all qualified candidates. CCS will make available reasonable accommodations for people with disabilities upon request.



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We thank all candidates for their interest and advise that only those selected for an interview will be contacted.

Please note that in keeping with the mandate of CCS to model and promote healthy lifestyles, employees are not permitted to smoke in or about CCS premises or while carrying out CCS business.

As an employer, occupational health and safety legislation requires that we protect our workers from health and safety risks in the workplace. Effective November 8, 2021 (October 15 in Quebec and October 26 in BC) CCS has implemented a mandatory vaccination policy requiring that all staff who work in any of our physical workplaces must be fully vaccinated against COVID 19. All employees will need to attest to their vaccination status through a secure online form or automated application. Reasonable accommodation and remote working will be discussed on a case-by-case basis.

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