

JOIN OUR TEAM & HELP TRANSFORM LIVES

Agence Ometz is a Jewish human services agency offering social, employment and immigration services to help people fulfill their potential in order to secure a vibrant, growing community where people care for themselves and each other. Our work is guided by our core values of self-sufficiency, inclusivity, human dignity, caring communities and excellence.

Meaning courage in Hebrew, Ometz is a reflection of the courage of those who seek our support in transforming their lives.

By joining Ometz, you will work with a team of professionals who are compassionate, engaged and inspiring at an organization that has been consistently ranked in Leading Edge surveys, by our own exemplary staff, as a highly supportive and meaningful place to work. Help make our vision a reality – **Apply today!**

Director of Development

Full-time

JOB SUMMARY

Reporting to the Chief Executive Officer, the Director of Development will provide leadership and direction for all fundraising activities at Agence Ometz. The Director will effectively lead and manage a comprehensive fundraising program to achieve Ometz' short and long-term funding objectives through major gifts, foundation/grant funding, corporate sponsorships, annual giving and events. The successful candidate will bring 7+ years of experience, representing Ometz to donors, volunteers, community leaders, and the public to increase current fundraising results across all campaigns, while also securing new, major gifts.

PRIMARY RESPONSIBILITIES

- Oversee all aspects of development programs and activities, including budgeting, goal setting, strategic planning, benchmarking and evaluating, and related communications.
- Build on the current annual and major gifts program to ensure the attainment of annual and multi-year fundraising goals
- Develop and manage relationships, and assist staff, lay canvassers, and Board members in managing their donor prospects
- Deepen the prospect pool and pipeline by overseeing the execution of prospect identification, cultivation, solicitation, and stewardship plans for prospects and donors
- Work closely with the Director of Communications & Marketing to ensure that all development communication needs are met, including Case for Support, digital fundraising, acknowledgement and recognition for gifts, stewardship reports, and proposals
- Provide leadership and mentorship to the Development Team and manage all fundraising volunteers
- Coordinate the enlistment and management of the Board and other volunteers to support the achievement of fundraising objectives
- Ensure all operational processes and aspects of the development function are well-organized and structured
- Assure Ometz conforms to the highest standards of ethical fundraising and management

REQUIREMENTS

- Bachelor's degree, CFRE-certification is an asset
- Minimum of 7 years of previous experience in a non-profit organization, with experience in fundraising and communications for major gifts
- Proven track record of managing a donor portfolio and closing gifts of \$10,000 and above
- Strong understanding of marketing, communications and public relations
- Extremely well organized and detail oriented
- Dedicated work ethic and ability to meet deadlines in a multi-priority environment
- Ability to lead and motivate a small team
- Strong ability to work both independently and collaboratively within a team environment
- Knowledge of MS Office Suite and fundraising databases
- Knowledge of the Jewish Community and experience working with the Jewish philanthropic community is an asset
- Fluently bilingual in French and English. English communication is required to communicate effectively with community members

Please submit your CV and letter of interest to HR@ometz.ca

This position requires the selected applicant to undergo vulnerable sector police check.

We thank all candidates for submitting their résumés. Only those selected for interviews will be contacted.