



MacPhee Centre for Creative Learning

Job Title: Development Lead (Fundraising)

Company: MacPhee Centre for Creative Learning

Location: Dartmouth, Nova Scotia, Canada

Salary: \$60,000 - \$65,000 per year + Benefits

Reporting to: The Executive Director

Application Deadline: March 25, 2024, 5:00pm (AT).

About the MacPhee Centre

MacPhee Centre for Creative Learning is a non-profit organization committed to building a world where every young person can rise to their full potential and achieve greatness. We are dedicated to fostering a vibrant community through world-class art programming, creating a safe and nurturing environment where every youth can explore, grow and use their creativity to make a positive impact.

We see a brighter future where every young person has the opportunity to thrive. We're dedicated to being leaders in bringing out the best in youth through the power and beauty of art. Our dream is to unlock the immense potential within each young individual, guiding them to discover their own paths of creativity and success.

We imagine a community where empathy and understanding are the foundations of every interaction, where diversity is celebrated, and every challenge faced is an opportunity for growth and learning. Here, art isn't just a form of expression – it's a tool for transformation, inspiring leadership, and fostering a spirit of collaboration and innovation.

Our commitment is to provide a nurturing, safe space based on youth-driven community standards, where young people can explore, learn, and confidently express themselves. We're building a future where creative minds lead the way to new ideas, where kindness and cooperation are the norm, and where every young dream is supported and cherished. Together, we're creating more than just a community – we're shaping a world united by the power of creativity, a place where youth can achieve their true potential.

Overview

MacPhee Centre for Creative Learning is seeking a dedicated and experienced Development Lead specializing in fundraising to join our team. The Development Lead will play a pivotal role in operationalizing the fundraising strategy, fostering donor relationships, and advancing fundraising efforts to support the mission and programs of MacPhee Centre.

Responsibilities:

Fundraising: Collaborate with the executive team to operationalize and execute the fundraising strategy, including setting clear goals, timelines, and action plans to achieve fundraising targets.

Grant Writing: Research, write, and submit grant proposals to government agencies, foundations, and other grant-making organizations to secure funding for MacPhee Centre's programs and initiatives.

Donor Stewardship: Implement best practices for donor stewardship, ensuring that donors receive timely and meaningful acknowledgment, recognition, and stewardship to cultivate long-term relationships with MacPhee Centre.

Donor Relations: Cultivate and maintain relationships with current and prospective donors, including individuals, corporations, and foundations, through personalized communications, meetings, and events.

Fundraising Events: Plan, coordinate, and execute fundraising events to engage donors and generate financial support for MacPhee Centre.

Research and Prospecting: Conduct research to identify new funding opportunities, including potential major donors, corporate sponsors, and grant opportunities, and develop strategies for engaging them effectively.

Database Management: Maintain accurate and up-to-date records of donor interactions, gifts, and pledges in the donor database, and generate reports to track fundraising progress and analyze donor trends.

Collaboration: Work closely with the fund development committee, executive team, board of directors, staff, and volunteers to integrate fundraising efforts into the organization's overall strategic objectives and activities.

Other Key Responsibilities: In addition to the above, the Development Lead will also be responsible for, coordinating fundraising campaigns and appeals, providing support for donor cultivation and solicitation meetings, and assisting with other development-related tasks as needed.

Qualifications:

- Bachelor's degree, diploma or equivalent alternative training or experience in communications, business administration, or a related field, or equivalent combination of education and experience.
- Minimum 3-5 years of experience in nonprofit fundraising, business development, sales, or customer relations, with a proven track record of success in operationalizing fundraising strategies, donor stewardship, and donor relations or equivalent.
- Strong interpersonal and communication skills, with the ability to build and maintain relationships with diverse stakeholders, including donors, sponsors, volunteers, and colleagues.
- Demonstrated ability to think strategically, set priorities, and manage multiple projects and deadlines effectively.
- Proficiency in donor database management, fundraising software, and Microsoft Office suite.
- ability to work independently and take initiative.

Benefits:

- Competitive salary of \$60,000 - \$65,000 CAD per year.
- Comprehensive benefits package, including health and dental plans.
- Opportunities for professional development and training in nonprofit fundraising and development.
- Flexible work arrangements.
- Supportive and collaborative work environment dedicated to making a positive impact in the community.

How to Apply:

MacPhee Centre For Creative Learning is committed to diversity, equity, and inclusion, and welcomes candidates from all backgrounds to apply. If you have a passion for fundraising, business development, and community engagement, and are eager to contribute to the growth and success of MacPhee Centre, we encourage you to submit your application for the Development Lead position to: Employment@macpheecentre.ca by **March 25, 2024, 5:00pm** (AT). If you require accommodations throughout the hiring process, that they can be made available.

