

Community Engagement Lead - Vancouver - Ovarian Cancer Canada

Do you want your next career adventure to be part of a great cause? Do you want to join a growing team of dynamic and highly collaborative fundraisers? Our team is looking for a Community Engagement Lead in Vancouver who will work with a deeply committed community excited to contribute and make a positive impact in the lives of women across Canada. If this is you, we want to hear from you!

Why work with Ovarian Cancer Canada?

- We are a growing team of forward-thinking individuals who seek to challenge the status-quo to make a difference in the lives of those affected by ovarian cancer
- We value transparency between various levels of management
- We provide plenty of opportunity to lead campaigns to success, try new things and achieve individual professional goals
- We are committed to building a more diverse workplace
- We value work-life balance and maintain a friendly work environment
- We believe time off is integral to the personal health and wellness of our employees and offer a generous paid time off package including vacation days, personal days, wellness days and paid companywide closure over the winter holiday break
- We provide competitive health, medical, dental and vision benefits, and an RRSP matching program after one year of service
- We offer competitive salaries within the non-profit sector

General Overview:

The Community Engagement Lead plays a vital role in building deep relationships within the community in support of Ovarian Cancer Canada's philanthropy efforts. Reporting to the Director of Development, this role cultivates and stewards relationships with donors, fundraisers and volunteers to drive continued financial growth to deliver on our mission. The primary focus of this role is to grow local fundraising events, secure corporate partnerships, manage a portfolio of leadership donors and to build on the important role of volunteers.

This is a full-time, remote work-from-home position with regular meetings via tele-video conference.

Key responsibilities:

- Establish trust and confidence in the community, securing strategic partnerships, demonstrating leadership and clear and compelling articulation of Ovarian Cancer Canada's mission, vision, and proof points of meaningful impact on people affected by ovarian cancer
- Prospect, recruit and maintain relationships with donors, fundraisers, corporate partners, corporate teams, and volunteers to support community engagement and philanthropy goals
- Develop and maintain a fundraising pipeline of donor prospects and event participants to secure multi-year commitments and additional sources of revenue



- Prepare materials including proposals and reports to communicate the case for support, and successfully solicit asks for individual donors, funders, and corporate sponsorships
- In collaboration with the marketing, communications, and fund development team, effectively cultivate and steward relationships with members of the community, including corporate partners
- Lead and support volunteer committees through coaching, mentoring, and sharing of resources, tools, and best practices
- With a growth mindset, work closely with a cross-functional team to uncover new revenue generating opportunities

General responsibilities:

- Assist the Fund Development team with annual campaigns and stewardship activities
- Be an ambassador for the organization in the community, engaging with and presenting to small and large groups about who we are and what we do
- Ensure Raisers Edge and Luminate Online best practices are followed for all fundraising activities, keeping meticulous donor and event records
- Maintain budgets, timelines, critical paths, and reporting

Skills, attributes, and qualifications:

- University/college degree in Fundraising/Business or Event Management or related discipline with 3-5 years of related experience
- Self-starter, capable of identifying the need for independent action, while valuing and developing cooperative working staff and volunteer relationships
- Entrepreneurial spirit with track record for achieving results
- Progressive and innovative, seeks out opportunities, thrives in change and ambiguity, handling shifting demands with ease
- Ability to develop relationships and influence decisions and gain alignment across broad stakeholder groups with diverse needs
- Demonstrate strong organization and project management skills with the ability to handle high volumes of work and shifting timelines and priorities in a professional manner
- Demonstrate initiative, tact, diplomacy, and problem-solving skills
- Excellent oral, written communication, and presentation skills
- Experience in a non-profit, managing volunteers
- Proficiency with Luminate Online and Raisers Edge
- Valid driver's licence with the ability to work occasional evenings and weekends
- Collaborative and responsive to the needs and concerns of fellow team members as well as our community (including people living with ovarian cancer, their friends and families, donors, and other followers/supporters)
- Committed to working in an inclusive environment responding with sensitivity and awareness to the diverse needs of members including visible and non-visible dimensions of diversity

Want to work with us? Interested candidates are to submit a cover letter and resume to Mapy Villaudy, Vice President, Marketing, Communications and Development at mvillaudy@ovariancanada.org.



Ovarian Cancer Canada
Cancer de l'ovaire Canada

Vaccination Policy

Ovarian Cancer Canada requires that all employees are fully vaccinated against COVID-19 as per current Canada Public Health guidelines. Anyone hired after January 1, 2022, will be required to show evidence that they are fully vaccinated.

The successful candidate will be required to comply with a police background check as a contingency of hiring.

Ovarian Cancer Canada is an equal opportunity employer; all applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, or disability status. We are happy to provide accommodations for those who require them - please communicate if accommodations will be required during the hiring process.

We thank all applicants, but please note that only qualified candidates considered for an interview will be contacted.