

Job Posting

Alzheimer Society of Ontario

The Alzheimer Society's vision is a world without Alzheimer's disease and other dementias. Our mission is to alleviate the personal and social consequences of Alzheimer's disease and related dementias and to promote research.

Our Values

Collaboration Accountability Respect Excellence

Manager, Corporate Partnerships

Reporting to the Director, Philanthropy and Partnerships, the Manager, Corporate Partnerships is responsible for growing and fostering strong relationships with potential and current corporate sponsors to build philanthropic support for fundraising initiatives in support of the Alzheimer Society of Ontario (ASO) and Alzheimer Societies in Ontario (ASiO).

The Manager, Corporate Partnerships plays a key role in managing workflow of all fundraising activities, including monitoring pipelines, forecasting, and budget. The role is responsible for assisting the Development team in relationship management and benefit fulfillment of select donor and partner accounts.

Within the scope of delegated responsibility, the Manager, Corporate Partnerships acts as a support to the work of the Director of Philanthropy and Partnerships, Fund Development Committee and as part of the wider ASO fund development team. This role will provide strategic input and contribute to annual revenues and donor and sponsor management.

What You'll Be Doing

Revenue Generating

- Contribute to the overall corporate fundraising goal of \$1,000,000 annually by building and implementing key fundraising plans.
- Manages a portfolio of corporate donor partnerships through engaging with existing corporate relationships, initiating new ones, and re-engaging lapsed donors
- Responsible for identification, cultivation, securing and stewardship of corporate portfolio, donors, and volunteers
- Work with appropriate internal teams to ensure sponsorship benefits are identified and fulfilled, budget objectives are met and return on investment activities
- Manage and lead acknowledgement, recognition, and stewardship activities of sponsorship accounts
- Ensure leadership is fully equipped with materials and engaged in sponsorship activity where appropriate and as needed

Initiate, maintain and explore new ways to add value to sponsor relationships

- Seeks and confirms monthly exploratory meetings with current and potential supporters
- Develops prospect identification, cultivation, and solicitation strategies, with a focus on acquisition of new donors
- Provide a high level of personalized engagement and build meaningful relationships
- Enhance and manage a comprehensive Donor Stewardship Program for all supporters

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- Implement best practices to steward and recognize donors, in a way that engages donors inspires lasting relationships and promotes engagement
- Research, develop and deliver compelling proposals and presentations in solicitation of sponsorship
- Participate in key events as a representative of ASO to build relationships and further the work of the Society

Corporate Employees Engagement

- Ensure that prospecting, discovery meetings, customized partnership proposals, and follow up (stewardship/fulfillment/renewal) are delivered in a timely manner

Contribute to the team, supporting others to learn and achieve their goals

- Work internally and across the federation to resolve sponsorship-related issues and maximize opportunities
- Collaborate with leadership to explore new opportunities, allowing new sponsorship opportunities
- Support the Director, Philanthropy and Partnerships in the development of goals, targets and initiatives during the business planning and budgeting processes, ensuring alignment with organizations goals
- Assist the Director, Philanthropy and Partnerships in developing and maintaining key performance indicators and metrics throughout the fiscal year
- Utilize the tools within Raiser's Edge and Luminate Online to monitor, track and analyze personal progress

Who You Are:

Education:

- An undergraduate degree or equivalent education/experience
- An equivalent combination of training, education and experience will also be considered

Experience:

- Five plus years in a development, revenue generating, donor management type role
- A proven track record in identifying strategic business development opportunities and securing such initiatives
- Proven business to business experience - identifying, cultivating, and successfully soliciting prospective corporate donors and sponsors
- Demonstrated self-starter with the ability to initiate new fund development opportunities
- Demonstrated ability to build relationships with donors, volunteers, and other key stakeholders, with a keen sense of diplomacy
- Ability to work both independently without close oversight, but also as a team player who will productively engage with others

Other Knowledge, Skills, Abilities or Certifications:

- Comfortable meeting and liaising with volunteers, donors, and participants of events
- Excellent computer literacy, and proficient in Microsoft Office applications
- Knowledge of Raiser's Edge and Luminate asset
- Excellent written and spoken English
- Strong coordination skills and attention to detail
- Ability to work under pressure, to meet deadlines and juggle competing priorities
- Excellent telephone manner and interpersonal skills
- Willing to work some evenings and weekends when necessary

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Don't meet every requirement? Studies have shown that women and people of colour are less likely to apply to jobs unless they meet all qualifications. If you are excited about the role, but your resume doesn't align perfectly with every qualification in the description, apply anyway. You may still be the right candidate for this or other roles.

What We Offer

Work life balance is important to us here at the Alzheimer Society. That is why we offer our employees:

- A generous employer paid benefit plan.
- Employee and Family Assistance Plan
- A Defined Contribution Pension Plan with up to 5% employer matching
- Personal days and equity floater days that can be used at any time.
- Flexible working arrangements that include working from home and flexible hours
- Paid professional development opportunities.

Hiring Zone & Pay Band Range:

Hiring Zone: \$65,000 - \$70,000

Pay Band Range: \$57,819 - \$86,729

Commitment to Equitable Recruitment

The Alzheimer Society recognizes the value and dignity of each individual and ensures everyone has genuine, open, and unhindered access to employment opportunities, free from any barriers, systemic or otherwise. Accommodations are available on request for candidates taking part in all aspects of the selection process, in accordance with the Human Rights Code and AODA.

Our values include **justice** and **connection** and are the guideposts we use for decision-making of all kinds. We believe that this will guide the organization toward a place of inclusion for all - where equity and access to essential supports and services becomes the reality.

The Alzheimer Society welcomes those who have demonstrated a commitment to upholding the values of equity and social justice and we encourage applications from First Nations, Inuit and Métis, Indigenous Peoples of North America, Black and persons of colour, persons with disabilities, people living with dementia, care partners and those who identify as 2SLGBTQIA+.

How to Apply

We thank everyone for their expressed interest – and are truly appreciative of the time individuals put into applying – but with the limitations of time, only those selected for an interview will be contacted.

Please submit your resume and cover letter to: resumes@alzheimerssc.org

Please include the 'Job Title' in the subject line.

Closing Date: May 14, 2024

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