

Alzheimer Society

S A S K A T C H E W A N

is seeking a

Major Gifts Officer

The Alzheimer Society of Saskatchewan (ASOS) is a volunteer-based, non-profit organization committed to improving the lives of people affected by Alzheimer's disease and related dementias. ASOS is currently recruiting an ambitious and result-oriented individual to work as in the exciting role of permanent full-time Major Gifts Officer located in either Saskatoon or Regina (location will depend on the location of the chosen Major Gifts Officer).

The Major Gifts Officer (MGO) is responsible for executing strategies designed to achieve the financial goals of the Alzheimer Society of Saskatchewan while fulfilling our donors' philanthropic interests and passions. In collaboration with the Director of Revenue Development, the MGO will implement and manage the Best Life Campaign for dementia research strategy and portfolio. As a member of the revenue development team, this officer's responsibilities involve direct prospect research, proposal preparations, cultivation, solicitation and stewardship. You will be responsible for managing and cultivating relationships with existing major gift prospects, as well as identifying new prospects. An ability to empathize with donors and clearly communicate our organization's mission is key. The MGO will be expected to work collaboratively with many different staff, partners and volunteers to execute the plan. In addition, it is expected the MGO will manage a portfolio of major gift donors and prospective donors.

The ideal candidate should have the following skills and requirements:

- Organizational skills
- Excellent writing and editing skills
- Strong communication and interpersonal skills are essential
- Ability to work as a team
- Strong decision-making skills including problem-solving
- Adaptable to new challenges
- Non-profit experience considered an asset
- Ability to multi-task and exercise independent judgement while performing job duties
- Subject to a criminal record check

Salary Range: \$52,600 - \$63,100

The Alzheimer Society of Saskatchewan provides extended health benefits through 3SHealth and participates in SHEPP (Saskatchewan HealthCare Employees' Pension Plan). Interested and qualified applicants can forward a cover letter and resume to:

Kaleta Strain
Director of Revenue Development
Alzheimer Society of Saskatchewan
#301- 2550 – 12th Avenue Regina, SK S4P 3X1
Email: kstrain@alzheimer.sk.ca

Closing date: none identified