



Director of Development Full-Time

What We Do

WIN House provides individuals and their children fleeing violence crisis response and intervention, safe temporary accommodation, and support for basic needs. Clients are offered trauma-informed, client-centered programming and support, access to resources, information, and referrals to community support. WIN House is working towards operating within a low-barrier model of care and is a non-colonial structure.

The Role

The Director of Development will be a strategic leader responsible for developing and executing comprehensive fundraising strategies to achieve an annual fundraising goal of \$2 million with annual growth.

This role will oversee a dedicated team of six development professionals in the areas of Major Gifts, Annual Giving, Marketing/Communications, Grants, Donor Data and a volunteer/third party Fund Raiser. The Director will collaborate closely with the executive team, board members, and external stakeholders to ensure the successful execution of fundraising initiatives.

What You Will Do

Strategic Planning & Execution:

- Develop and implement a strategic fundraising plan to meet or exceed the annual \$2 million revenue target.
- Analyze current fundraising efforts, identify opportunities for growth, and implement innovative approaches to diversify revenue streams.
- Establish annual and long-term goals, objectives, and key performance indicators for the development team.
- Develop departmental policies, procedures, and staffing requirements.

Team Leadership & Management:

- Lead, mentor, and manage a team of six development professionals, including setting performance goals, providing regular feedback, and supporting professional development.
- Foster a collaborative and high-performance culture within the development team.
- Oversee the recruitment, training, and onboarding of new team members as needed.

Donor Relations & Stewardship:

- Develop a clear and compelling written case for support.
- Build understanding and support for that case among your constituencies.
- Cultivate and manage relationships with major donors, prospects, and key stakeholders to secure significant contributions and build a robust donor pipeline.



- Develop and implement strategies for donor recognition, stewardship, and engagement to enhance long-term donor retention and satisfaction.
- Organize and execute high-impact donor events, campaigns, and initiatives

Campaign Management:

- Lead the planning and execution of capital campaigns, annual fund drives, and other major fundraising initiatives.
- Monitor and evaluate campaign progress, making data-driven adjustments to strategies as needed.

Collaboration & Reporting:

- Work closely with the Executive Director, and other senior leaders to align fundraising strategies with organizational goals.
- Prepare and present regular progress reports on fundraising performance, team activities, and financial status to the Board and senior leadership.
- Collaborate with the communications team to develop compelling marketing materials and messaging for fundraising campaigns.

Budget & Financial Oversight:

- Develop and manage the annual development budget, ensuring effective allocation of resources and adherence to financial targets.
- Oversee financial tracking and reporting related to fundraising activities and ensure compliance with all relevant regulations and policies.

Core Competencies:

Knowledge

- Capital campaign management.
- Corporate and foundation relations.
- Special events management.
- Direct marketing including television, radio, print, direct mail, and digital strategies.
- Grant development and proposal writing.
- Prospect research.
- Knowledge of and adherence to CRA tax regulations and accounting standards affecting fundraising.
- Planned giving experience would be considered an asset.

Skills

- Long-range planning.
- Organization development.
- Understanding of the breadth and scope of fundraising techniques and programs.
- Ability to develop a written case for support.
- Ability to execute an annual giving program including face-to-face, phone, and mail solicitation
- Ability to design and implement appropriate and motivating donor acknowledgment and recognition.
- Ability to create an annual development plan and budget and to evaluate its effectiveness.



- Strong oral and written communications skills.
- Knowledge of and commitment to the Donor Bill of Rights and the Association of Fundraising Professionals Code of Ethical Principles and Standards of Professional Practice.
- A demonstrated successful track record of donor stewardship.
- Ability to use fundraising software (Donor Perfect).

Personal Characteristics:

Strategic Visioning

The development of a compelling shared vision that provides clear direction, goals and priorities and that facilitates the development of clear goals and responsibilities. Demonstrates a proactive, broad-based, long-term perspective on the organization by analyzing key trends and linking these to a strategy for success.

Passion for the Cause

Mental health and addictions are highly personal and life changing issues. They reflect a need for sensitivity and understanding of both circumstance and impact. A passion for and commitment to the Win House cause and purpose.

Integrity and Personal Credibility

The demonstration of an ability to gain and maintain trust and respect coupled with the ability to recognize and honour others. Honesty, humility and commitment are the signature of this leader. The ability to establish and maintain the confidence and support of the Board, the staff team, funding partners, other health partners, Alberta Health Services and the donor community is essential.

Diplomacy and Networking

Understanding and passion for the value of Win House and the ability to develop, retain and grow a strong network of relationships that will assist in achieving the goals of the organization. The ability to be discreet with others, take into account cultural differences and positional authority with the intent to build lasting internal and external relationships.

Collaboration and Communication

The ability to build teams, build trust and build commitment underpinned with effective communication across diverse audiences and stakeholder groups. Demonstrated ability reflecting an understanding and consideration of the motivations and feelings of others. An expert in articulating information in a way that positively influences others and builds trust.

Creative/Innovative Visionary

You are an effective strategist full of ideas and possibilities; you add your personal wisdom and experience to come to the best solution; you can both create and bring exciting ideas to market and most importantly, you are comfortable considering alternative futures without having all the data at your fingertips.



Who You Are:

- Bachelor's degree in Nonprofit Management, Business Administration, Marketing, or a related field; Master's degree preferred.
- Minimum of 7-10 years of progressive experience in nonprofit fundraising, with at least 3-5 years in a senior leadership role.
- A CFRE designation is preferred.
- Proven track record of successfully meeting or exceeding significant fundraising goals.
- Strong leadership skills with experience managing and developing a high-performing team.
- Excellent interpersonal, communication, and relationship-building skills.
- Demonstrated ability to think strategically and make data-driven decisions.
- Experience with donor management systems and fundraising software.
- Ability to work collaboratively with diverse stakeholders and navigate a dynamic work environment.
- Access to a vehicle and Class 5 driver's license.

The Details

The role will be working out of our Business Office with hours of work from 8:30 A.M. to 4:30 P.M. Monday to Thursday and 8:30 A.M. to 2:30 P.M. on Fridays. WIN House offers a pet-friendly, team-oriented working environment.

The salary range for this position is \$100,000-\$131,000 per year combined with a comprehensive extended health benefit package and pension plan.

Prerequisites

The successful candidate will be required to submit a Criminal Record Check including a vulnerable sector check, a current Child Welfare check, and must be willing to sign an Oath of Confidentiality.

How to Apply

Please submit applications to rick@thevogelgroup.ca

We thank all applicants for their interest, however, only those shortlisted will be contacted.

WIN House is committed to making diversity, equity, and inclusion a central part of everything we do – from how we deliver services to how we build our teams. We strive to have a workforce that is representative of those we serve, and of our communities. We encourage applications from all qualified applicants including women, disabled people, Black, Indigenous, People of Color, people from the 2SLGBTQIA+ community, and other equity-seeking groups. If you require accommodation during the application process, please reach out to hr@winhouse.org.

WIN House operates in several locations throughout Amiswaciwaskahikan on Treaty 6 territory, the territory and gathering place of diverse Indigenous peoples including the Papaschase, Cree, Nakota Sioux, Dene, Ojibway, and many others, and the homeland of the Métis Nation.