

JOB DESCRIPTION

DIRECTOR OF PHILANTHROPIC PARTNERSHIPS

Reports to: VP, Partnerships

Working Conditions: Full-time, Monday-Friday, with occasional evening and weekend work. This position is home-based and must be located within 100km of the Greater Toronto Area. Occasional travel within Canada may be required.

POSITION SUMMARY:

The Director of Philanthropic Partnerships builds and strengthens strategic relationships with foundations and corporations that are committed to advancing Food Banks Canada's mission. This role leads a team of high-performing fundraisers and works closely with the Director of Corporate Partnerships and the Director of Philanthropy to achieve Food Banks Canada's fundraising targets. The Director of Philanthropic Partnerships plays a key role in driving revenue growth by securing significant gifts from corporate and foundation partners.

RESPONSIBILITIES:

- In collaboration with the VP, Partnerships, develop and articulate a comprehensive vision and strategy for philanthropic partnerships that supports Food Banks Canada's mission and long-term sustainability
- In collaboration with the VP, Partnerships, establish department goals, targets, implementation plans and tracking for the corporate giving team to achieve annual targets
- In collaboration with the VP, Partnerships and the Director of Corporate Partnerships, execute sector diversification initiatives, working closely with the Director of Corporate Partnerships to optimize revenue generation
- Effectively collaborate with Director of Philanthropy and the VP, Partnerships to ensure a clear division of responsibilities, maximum revenue and implementation of fundraising best practices across the entire development portfolio
- Provide leadership to direct reports, coaching on best practices in corporate partnerships including strategic portfolio management and recognition, partnership alignment, shared value and cultivating a culture of philanthropy
- Personally manage and grow a portfolio of partners and conduct cultivation visits and stewardship activities that set an example for the team
- With the Manager, Stewardship, ensure all reporting and stewardship goals are met
- Promote a culture that is donor-centric, where requests from internal and external stakeholders are responded to with a high degree of urgency, professionalism, and accuracy
- Support staff team in identifying emerging issues and appropriate communication responses

CORE COMPETENCIES:

1. **Relationship Building & Collaboration:** *Builds effective relationships and cooperates with internal and external stakeholders to strengthen Food Banks Canada's culture, support diversity and inclusion in the workplace, and achieve shared goals.*

Behavioural Indicators:

- Acts as an ambassador and raises the profile of Food Banks Canada by attending networking events and building community relationships

- Utilizes strong interpersonal skills to resolve complex interpersonal issues and conflicts in the workplace
- Builds trust, negotiates effectively and influences others to further the organization's mission
- Identifies and creates opportunities to initiate new partnerships to facilitate the achievement of strategic goals
- Identifies ways to break down barriers in policies and process to enhance inclusivity in the workplace

2. **Commitment to Results:** *Demonstrates commitment to Food Banks Canada's mission and purpose, uses effective planning to determine the steps needed to achieve results, and is accountable to following those steps to reach goals.*

Behavioural Indicators:

- Develops strategic departmental goals that support Food Banks Canada's mission
- Ensures strategic goals are clear and roles, expectations and boundaries are communicated clearly
- Allocates and manages resources appropriately within functional area(s) to achieve desired results
- Creates systems and processes to measure performance within a team or functional area, proactively identifies when progress is falling short, and revises goals and plans as needed

3. **Flexibility & Adaptability:** *Easily adapts to different conditions and scenarios within one's role and the organization and demonstrates openness to new ways of doing things.*

Behavioural Indicators:

- Facilitates large scale organizational change by adjusting departmental goals, priorities, and plans
- Makes recommendations on changes to long-term plans and goals in response to opportunities or risks
- Develops strategies for implementing changes to ensure a smooth transition and buy-in from others
- Provides guidance to lead individuals, teams, and departments through large scale changes

4. **Problem Solving & Judgement:** *Assesses situations, analyzes information, and uses sound judgment to find solutions to issues and mitigate risk, soliciting input from others where appropriate.*

Behavioural Indicators:

- Creates and evaluates multiple strategies to determine the best way to move forward
- Solves complex problems by breaking them down into manageable steps and delegating effectively
- Demonstrates confidence and integrity in making difficult and significant decisions
- Identifies and mitigates risks to protect the organization's strategy, reputation, and financial position
- Develops organizational policies and processes to mitigate risk

5. **Communication:** *Listens actively and clearly conveys information and ideas verbally and in writing, in a professional and respectful manner, to ensure mutual understanding.*

Behavioural Indicators:

- Presents information and ideas with confidence and authority to establish credibility with the audience
- Presents complex information in a way that meets the needs and understanding of the intended audience
- Uses persuasion and negotiation to gain agreement
- Communicates sensitive and confidential information with diplomacy and discretion
- Acts as a spokesperson for areas of functional expertise

6. **Business Acumen:** *Demonstrates an understanding of business operations, considers business implications of decisions, ensures appropriate resource allocation, and evaluates business practices for efficiency and areas for improvement.*

Behavioural Indicators:

- Demonstrates a thorough understanding of Food Banks Canada’s business operations and market trends impacting the organization
- Role models efficient and appropriate use of resources and demonstrates accountability for resource use in their functional area or department
- Uses sound business judgment to drive financial and operational decisions within their functional area to achieve strategic goals and improved outcomes
- Analyzes business data and assesses opportunities for creating additional value for internal and external shareholders

7. Organizational Leadership: *Sets strategic goals for self and others, develops processes and organizes resources to meet goals, and leads groups, individuals, and/or business functions to support Food Banks Canada’s mission.*

Behavioural Indicators:

- Effectively manages a business unit or corporate function
- Understands the strengths and weaknesses of teams and individuals within the organization, and allocates resources effectively to reach desired outcomes
- Analyzes business processes to identify and address inefficiencies and streamline processes
- Exhibits a strategic thinking mindset in considering long-term opportunities and challenges in developing organizational plans
- Demonstrates understanding of roles and relationships within and outside the organization and utilizes that understanding to gain broad support for ideas
- Creates opportunities to strengthen culture within team and/or department

KNOWLEDGE, SKILLS & ABILITIES:

- Strong problem-solving, strategic thinking and analytical skills, with the ability to develop and execute complex fundraising strategies
- Exceptional skills in networking, presenting, and pitching, with demonstrated capacity to manage prospects through the full cultivation cycle to a successful close
- Strong donor relations and customer service skills, and ability to work collaboratively with internal and external stakeholders
- Superior listening skills with the ability to interpret the concerns and interests of corporations and internal staff, and translate them into attractive opportunities for investment
- Excellent interpersonal skills and the ability to work well with a diverse group of people
- Excellent communication skills, with the ability to engage and inspire a diverse range of stakeholders
- Strong financial literacy with experience developing and managing annual budgets
- Professional and self-confident with a polished presence
- Strong computer skills including Microsoft Office and experience using a CRM database (ideally Raiser’s Edge)
- Strong project coordination and issue management skills and ability to effectively manage multiple projects, deadlines and priorities
- Ability to thrive in a fast-paced, dynamic environment and adapt to changing priorities

- Results-oriented with a passion for driving social impact and advancing Food Banks Canada’s mission
- Deep understanding of philanthropy, corporate social responsibility, and environmental, social, and governance (ESG) principles
- Familiarity with the issues surrounding hunger and poverty an asset
- Bilingualism (English/French) is an asset

EXPERIENCE, EDUCATION & QUALIFICATIONS:

- Completion of an undergraduate degree or equivalent
- Minimum 6 years’ relevant experience, with a proven track record of success in fundraising and experience securing six-figure gifts from corporations and foundations
- Experience leading, coaching, mentoring, and motivating a professional, cross-functional team to achieve common goals and objectives
- Experience working effectively with volunteer teams, community-based organizations and large businesses

This job description is provided to capture the primary components of this role. It is not meant to be an exhaustive list. An individual may be required to perform other tasks which may not be listed but are consistent with the general intent of this role.

From time to time, Food Banks Canada may make changes to this job description. Reasons for such changes include, but are not limited to, changes in business processes and practices, technology changes, legal requirements, network feedback, or changes to organization structure and reporting relationships.