



# Job Posting

## Senior Philanthropy Officer

### About Children's Health Foundation

Children's Health Foundation believes that children and their families in Western Ontario deserve the best possible care and the most possible hope when faced with a serious health issue. The Foundation calls on caring people to help strengthen and transform the health care experience in our region. Donations fund cutting-edge equipment, care enhancing programs and ground-breaking paediatric research at Children's Hospital in London, TVCC (formerly Thames Valley Children's Centre) and Children's Health Research Institute. The Foundation ensures better childhoods for kids facing challenges and serious health issues and hope, relief, and support for those who love them. Donations to Children's Health Foundation impact more than 80,000 children each year, across Western Ontario, from Windsor to London and Kitchener-Waterloo, and north to Thunder Bay and beyond.

Children's Health Foundation is committed to building excellence, transparency, and accountability in all areas, including governance, finances, fundraising, staff management and volunteer involvement.

### About the Opportunity

A dynamic and supportive group, the team at Children's Health Foundation is seeking self-starters with strong communication skills and a passion for inspiring support in our region for children and families facing serious health issues.

Reporting to the Vice President Philanthropy, the Senior Philanthropy Officer will work to implement major gift cultivation, solicitation and stewardship strategies that will inspire prospective donors and give them opportunities to support Children's Health Foundation's compelling cause. The ideal candidate will be personally aligned with the Foundation's values of Gratitude, Respect, Excellence, Authenticity, and Trust. Specifically, they will be

- highly motivated with a superb work ethic and able to work independently and as part of a team.
- thorough, accurate and pay attention to detail in all aspects of their work.
- able to build strong relationships and have exceptional communications skills, a tactful and diplomatic communicator both verbally and in written word.
- organized with strong analytical skills, creativity, and excellent time management abilities.

### Ideal Candidate Profile

- University degree, or post-secondary diploma ideally with specific fundraising courses.
- 5 – 7 years of progressive fundraising experience with a focus on major gift and campaign management and/or a full spectrum of annual giving direct response program or significant project management experience. Annual fundraising targets of at least \$1 million. Experience in developing and executing strategies to maximize the donors' giving to the Foundation.
- Direct experience working with volunteers to identify, qualify, and engage donors in successful major gift solicitation.
- Direct comprehensive campaign experience.
- Experience with analytic reporting tools and reporting metrics.

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- A CFRE designation is an asset.
- Familiarity with Raiser's Edge/NXT and database management skills is highly desirable.
- Proficiency with Microsoft Office Suite.

### Key Responsibilities and Accountabilities:

- Proactively develop and implement strategies that identify, engage, cultivate, solicit, and steward a major gift pipeline of corporate, foundation and individual donor prospects in all stages of the development cycle.
- Identify and qualify a group of prospects and implement cultivation & solicitation strategies to secure donations to support Children's mission. A typical portfolio is 120 prospects.
- Utilize the President and CEO, Vice President of Philanthropy, healthcare leadership, and volunteers to build and maximize donor contributions to support the work of the Foundation partners.
- Be conversant on the fundraising priorities of Foundation and cultivate strong professional relationships with clinical, administrative, and medical staff at Children's Hospital, TVCC, and Children's Health Research Institute to advance fundraising initiatives and success.

### Requirements

- Travel is required; the incumbent must possess a valid driver's license and have access to transportation and use of a vehicle.
- The nature of the work will require work outside of traditional office hours.
- It is anticipated this position will operate primarily from the Children's Health Foundation offices or an agreed upon combination of office and home office activity.
- A Vulnerable Sector Record Check is a requirement of employment.

### Salary Range

The annual salary range is between \$65,000 to \$95,000.

You are invited to submit a confidential letter of application and resume to [careers@childhealth.ca](mailto:careers@childhealth.ca) by December 23, 2025. Please quote "Senior Philanthropy Officer" in the subject line.

It is Children's Health Foundation policy to comply with all applicable laws and regulations which prohibit unlawful discrimination because of race, religion, creed, colour, national origin, sex, sexual orientation, age, disability or marital status or any other protected class.

No phone calls please. While we wish to acknowledge all candidates, only those selected for an interview will be contacted.

Please note that Children's Health Foundation offices are closed between Christmas and New Years.