



United Way
Oxford

United Way Oxford inspires people to come together to make a lasting difference in our community. We invest in locally identified strategies to achieve impact and change the social conditions of individuals, families and our community. We are currently seeking a creative, energetic full time **DIRECTOR RESOURCE DEVELOPMENT.**

The Opportunity:

Working with the Executive Director, Board of Directors, Campaign Cabinet, Labour Partners and others, this position will be involved in the creation, execution and evaluation of a strategic fundraising plan while leading a dynamic team of Resource Development staff and volunteers. This position requires a results-driven relationship-based leader, with a proven fundraising track record, who is highly focused on growing and strengthening United Way's connection with donors, partners and stakeholders.

Primary Responsibilities:

- Lead, motivate and manage a small dynamic team responsible for establishing and strengthening relationships with key stakeholders
- Create and implement short and long-term strategies to grow campaign as well as other diversified revenue streams including Leadership Giving, Major Gifts, Planned Giving, etc.
- Direct and design the development of all marketing collateral, including digital platforms
- Develop annual fundraising, communications, marketing, stewardship and sponsorship plans
- Cultivate relationships with stakeholders and ensure that appropriate stewardship plans are in place
- Responsible for managing key workplace accounts, corporate partners and residential donors and supporting the Resource Development Coordinators in doing the same
- Perform analysis and review of campaign and donor metrics to measure effectiveness, and ensure alignment with strategies

Our Ideal Candidate Will:

- Have 5+ years' experience with a proven record in resource development, management, marketing and communications and volunteer management
- Have leadership and mentoring skills required to inspire teams to achieve a common goal
- Be highly committed and focused on results
- Possess exceptional cultivation, relationship management and stewardship skills
- Demonstrate excellent communication, teamwork and interpersonal skills
- Understand and employ strong relationship management skills
- Be a multi-tasker who thrives in high energy, busy environments while maintaining attention to detail and an ability to identify priorities and problem solve
- Be proficient in MS Office; Adobe Creative Design Suite; Database Management; and an adept social media user
- Technologically agile with an a willingness to learn existing and new platforms

- Have a post-secondary education in marketing & communications, public relations, business, fundraising, a related discipline or an equivalent combination of education, training and experience
- Ability to work independently, adhere to deadlines, and work outside of regular hours on occasion; a valid Ontario Driver's License is required

Deadline for applications is Friday, April 27, at 4:00 pm.

Please forward a cover letter, including salary expectations, and resume in confidence to:

K. Gilson

United Way Oxford

447 Hunter St. Woodstock, ON N4S 4G7

Email: unitedwayoxford@gmail.com

Thank you for your interest in joining our team; however, only those being considered for interviews will be contacted.