

# Sport BC Manager of Development

## Job Description

Sport BC believes in the power of sport and is committed to building stronger communities through positive sport experiences for the 800,000 amateur sport participants in British Columbia. Our goal is to enhance and support sport participation in British Columbia ensuring everyone has the opportunity to thrive. Through our members and our signature initiatives KidSport BC, BC Amateur Sport Fund, and ProMOTION Plus along with our services Sport BC Insurance, and Payroll and Group Benefits; Sport BC supports our sixty-nine member organizations consisting of Provincial, Multi, and Disability Sport Organizations.

Sport BC believes that sport philanthropy will play a critical role in providing the amateur sport sector with sustainable funding to supplement government and other funding. It is crucial to increase the BC Amateur Sport Fund's capabilities and its profile to increase the fundraising results. A key objective is to increase the profile and capabilities of the BC Amateur Sport Fund to support Sport BC's members and affiliates through increased sport philanthropy funding. We know moving forward our member organization will continue to be leading the way in advancing a healthy, active, and connected society. The goal is to reach \$5.5 million in annual donations by 2024.

Sport BC is seeking an experienced and self-motivated Manager of Development to lead our fundraising efforts and achieve this goal. The new role of Development Manger will provide strategic direction and leadership to all fundraising efforts for the organization. The Development Manger will be given the mandate to innovatively design, develop, and implement an integrated growth plan that brings a process-driven approach to identifying, cultivating, soliciting, and stewarding individual donors. This work will be to primarily support Sport BC's signature fundraising program, the BC Amateur Sport Fund which serves its entire membership.

The BC Amateur Sport Fund (BCASF) is a philanthropic gift-giving program, established through the Canadian Council of Provincial and Territorial Sport Federations (CCPTSF) for the development of amateur sport on a national level. One of the functions of the BCASF is to support and nurture fundraising initiatives for amateur sport in British Columbia. This

enables Sport BC member organizations to raise funds for specific causes that will promote the development of amateur sport in the province.

With sport organizations looking to diversify their revenue streams, the BC Amateur Sport Fund offers the opportunity for Sport BC members to develop fundraising programs which can then target fundraising from private sources, including individuals, corporations, foundations, other qualified donees, all levels of government and additional sources.

## Responsibilities:

- Plan, implement, and evaluate fundraising activities to achieve targets and ensure a diverse and sustainable portfolio of projects and causes, along with supporting the entire process of donor development.
- Grow and manage donors and prospects, securing donations.
- Initiate prospect research, research fundraising opportunities, and write grant applications to foundations.
- Work with the members of Sport BC to guide and direct their fundraising/philanthropy efforts through the BC Amateur Sport Fund.
- Work with Sport BC team (board, executive, communications etc.) to develop fundraising tools, campaigns, reports, and messages.

## Requirements:

- Minimum Bachelor's degree in preferred
- Preference given to fundraising professionals with CFRE designation
- A minimum of 3 - 5 years' experience in similar role with clear demonstrated success in achieving desired impact and outcomes
- Proven experience in fundraising with a registered Canadian charity
- Donor database experience (for strategic, reporting and measurement purposes)
- Outstanding written and verbal communication (or presentation) skills
- Must be able to multitask and work well under pressure
- Excellent organizational and leadership abilities
- Clear and concise communication with team members and senior management
- Ability to work independently and pro-actively
- Knowledge of the amateur sport sector in British Columbia and Canada is an expectation

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## Attributes and Qualifications:

- Committed and passionate: A deep conviction for the power of sport and its positive impact and influence on Canadians - what Sport BC and our members in the amateur sport sector do – is essential for engaging and motivating the public to see sport as a philanthropic option.
- Relationship builder: You have a proven track record in building relationships including courageously asking and inviting donors and investors to support amateur sport in BC. Comfortable speaking with anyone, you are a connector with a broad existing network and excellent interpersonal skills. You can engage people at an individual level and in groups.
- Organized and motivated: You are resourceful, self-motivated and will bring passion and enthusiasm to this role.
- You are confident and enthusiastic about achieving goals. You have exceptional time management and organizational skills and provide consistent follow-up.
- Professional and credible: You can represent Sport BC in the public sphere and in the fundraising realm in a manner that is consistent with the organization's vision, mission, and professional reputation.

## To Apply:

Sport BC encourages applications from all qualified candidates. The Manager of Development will report to the President and CEO and will work with the Executive team, this position supports a key strategy for Sport BC to provide leading support for our members and the overall amateur sport sector in British Columbia.

This is a full-time position based in Vancouver, BC and offers a competitive salary and strong benefits package. Please submit your Cover letter and CV to [allison.mailer@sportbc.com](mailto:allison.mailer@sportbc.com) the posting will remain open until **Wednesday, April 28, 2021** at 5pm. We thank all candidates for their interest in the position.