

The Winnipeg Foundation is **For Good. Forever.** We help people give back to our shared community by connecting generous donors with Causes they care about **For Good.** We are an endowment-based public foundation, so gifts are pooled and invested, and the annual earnings are distributed back to the community **Forever.** Formed in 1921, we are proud to be the first community foundation in Canada. Our vision is 'a Winnipeg where community life flourishes for all.'

The Foundation is committed to work/life balance and diversity both within the organization and in its work with the community.

### **We are seeking applicants for the role of COMMUNITY ENGAGEMENT CONVENOR**

#### **The Role:**

The Community Engagement Convenor will report to the Director of Donor Engagement and work collaboratively with the other members of the Donor Engagement Team. This role will continuously develop and implement The Foundation's "For All" strategy. They will be responsible for:

- Engaging with potential donors to explore philanthropic goals;
- Developing and implementing strategies to engage diverse communities and younger generations in philanthropy;
- Liaising with internal resources to provide information and services to donors that best meet their needs;
- Collaborating with team members in the development of broad stewardship plans;
- Creating reports for a variety of audiences including Board members.

#### **About You:**

- Undergraduate education in a relevant field.
- Significant experience in a donor facing role within a charitable organization.
- Emotionally intelligent with strong sensitivity and tact.
- Strong verbal and written communication skills.
- Comfortable with working in a dynamic team environment.
- Excited to connect members of the community with causes they care about.

## **What We Offer:**

- Starting salary in the range of \$58,300 to \$72,700
- A comprehensive benefit package including health and dental insurance
- Pension program starting at six months of employment
- Vacation starting at three weeks per year
- Eco-pass program (half-cost bus pass)

Applications, including resume and cover letter, will be accepted until a suitable applicant is found. All applications must be submitted at <https://careers.risepeople.com/the-winnipeg-foundation/en>.

Any inquiries regarding the position should be directed to [jobs@wpgfdn.org](mailto:jobs@wpgfdn.org).

*To ensure a diversified and representative workforce, The Winnipeg Foundation invites Indigenous persons, visible minorities, and persons with disabilities to apply. We encourage you to declare your employment equity status within your cover letter.*

*The Winnipeg Foundation is committed to an inclusive, barrier free environment and will accommodate the needs of applicants under the Accessibility for Manitobans Act (AMA) throughout all stages of the recruitment and selection process. We thank all applicants for their interest; only those advancing in the competition will be contacted. If contacted to participate in the process, please advise if you require an accommodation.*