



Boreal Healthcare FOUNDATION

FORMERLY THE VICTORIA HOSPITAL FOUNDATION

Job Title: Philanthropy Advisor

- Position: Full-time
- Location: Prince Albert, SK
- Salary Range: \$40,000 - \$95,000
- Benefits:
 - Flexible Schedule, and Work from Home Option
 - [Saskatchewan Healthcare Employees' Pension Plan](#)
 - [3s Health Benefits Plan](#)

Job Summary:

Are you passionate about making a meaningful impact on your community? Do you excel at building relationships and inspiring others to contribute to important causes? If so, we have an exciting opportunity for you to join our team as a Philanthropy Advisor with the Boreal Healthcare Foundation, formerly known as the Victoria Hospital Foundation.

We are dedicated to enhancing healthcare for the people of Prince Albert, central, and northern Saskatchewan. As a Philanthropy Advisor, you will play a vital role in our transformative campaign for the Redevelopment and Expansion of the Victoria Hospital. Your focus will be on engaging donors and supporting them in making significant contributions that have a profound impact on our community's healthcare.

In this role, you will have the opportunity to foster connections with major donors, guide them through their giving journey, and inspire them to make a lasting difference for thousands of individuals and families. Your involvement will be guided by the foundation's leadership team and the campaign's leadership volunteers, to ensure the successful execution of the campaign.

If you are a driven and passionate professional with a track record in major gift fundraising, sales, or customer service, we invite you to apply for the position of Philanthropy Advisor. Join us in our mission to create a healthier future for our community.



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Responsibilities:

Major Donor Cultivation and Solicitation:

- Manage a portfolio of 60-90 current and prospective major donors, developing and executing personalized cultivation and solicitation strategies.
- Initiate conversations around blended giving options, encouraging donors to make both immediate and legacy gifts that support our mission.
- Collaborate with the Campaign Cabinet, a group of leadership volunteers, in engaging major donors and involving them in the campaign.
- Work with the Campaign Management Team, including the CEO, Director of Finance & Operations, and outside campaign counsel, to align fundraising strategies and tactics for major donor engagement.

Donor Stewardship:

- Implement comprehensive stewardship plans for major donors, ensuring their ongoing engagement and recognition.
- Implement personalized donor journeys that go beyond financial transactions and build enduring relationships.
- Regularly engage donors through updates, milestone celebrations, and deeper conversations about their philanthropic goals, including legacy giving.
- Collaborate with the Manager, Donor Support & Engagement, and the Coordinator, Donor Support & Engagement, to provide seamless stewardship experiences for major donors.
- Share insights, best practices, and donor information with internal stakeholders to enhance stewardship efforts.

Collaboration with Internal Stakeholders:

- Collaborate with the Finance & Operations team to ensure accurate tracking and documentation of major donor gifts and pledges.
- Work closely with the Marketing & Communications Manager to develop compelling donor communication materials that align with campaign messaging.
- Coordinate with the Donor Support & Engagement team to identify major gift prospects and ensure effective donor stewardship.
- Liaise with the legal and finance teams to facilitate complex gifts, including bequests, annuities, and other legacy giving options.



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Qualifications:

- Minimum of 5 years of experience in major gift fundraising, donor relations, sales, or customer service roles, preferably in a healthcare or nonprofit environment.
- Bachelor's degree in a related field is a benefit (Nonprofit Management, Philanthropy, Communications, Sales, or equivalent experience).
- Experience or willingness to learn about blended giving approaches, including legacy gifts, bequests, and annuities.
- Proven track record of successfully soliciting and closing major gifts, with a focus on gifts of \$10,000 or more, or working with high-level clients and customers.
- Strong relationship-building skills and the ability to engage and inspire donors.
- Excellent written and verbal communication skills, with the ability to effectively articulate the impact of philanthropic investments.
- Demonstrated ability to work independently and as part of a team, collaborating with colleagues and volunteers to achieve fundraising goals.
- Knowledge of fundraising best practices, ethics, and industry trends.
- Familiarity with donor databases and CRM systems.
- High level of professionalism, integrity, and dedication to the mission of the organization.

Application Instructions:

To apply for the position of Philanthropy Advisor, please submit your resume and a cover letter highlighting your relevant experience and qualifications to cody@borealhealthcare.ca. In your cover letter, please also include examples of how you have successfully built long-term relationships with donors, as well as any experience you have with legacy giving.

Note: Only shortlisted candidates will be contacted. Thank you for your interest in the Victoria Hospital Foundation.