



When STARS took to the air for the first time nearly 30 years ago, our founder, Dr. Powell, checked the mail every morning to see if enough donations had been received to keep our doors open one more day. Motivated to dramatically change emergency care for communities across a vast landscape, he threw his passion into creating a helicopter air ambulance service – built and supported by the community.

Today, STARS provides world-class services across Western Canada and continues to be fueled by grassroots community support. For many, STARS is their lifeline.

We want you to be part of the crew that makes this all possible.

Stewardship Officer - Calgary, STARS Foundation

Reporting to the Stewardship Manager and based out of the Calgary office, the Stewardship Officer works to improve STARS donor retention by enhancing relationships with donors and supporters of STARS. This position is responsible, primarily or in collaboration with other members of the STARS Foundation team, for coordinating the delivery of stewardship activities. The Stewardship Officer organizes donor recognition and stewardship activities and works to enhance the stewardship program as a whole. Integral to success in this position is your strength in providing support to all Foundation teams, developing stewardship strategies for specific donor segments, identifying key opportunities for increasing retention rates and maintaining and managing accurate donor information to prompt action and steward donors.

The successful candidate will have a minimum of one (1) year of experience in donor relations, marketing and communications; or complex customer relations, with strong critical thinking, decision making and organizational skills. STARS is fast paced and exciting place to work, and the Stewardship Officer will thrive in this type of environment as an enthusiastic and energetic team member. Attention to detail, customer service ethic and communication strength is essential. Microsoft Office knowledge and experience are required. Raiser's Edge experience is considered an asset.

We offer a competitive salary based on education and experience, as well as an excellent organization-paid benefit package with a matched RRSP program.

More importantly, you will be a key member of the STARS organization and a link in our ability to execute our mission of saving lives.

To explore this opportunity further, please submit your resume to resumesab@stars.ca. Close date May 8, 2018.

While we thank everyone for their interest, we are only able to contact applicants selected for an interview. You are encouraged to watch for future opportunities by checking www.stars.ca.