

POSITION AVAILABLE

SENIOR PHILANTHROPY OFFICER MAJOR & LEGACY GIVING FULL-TIME

We are privileged to learn, work, and live on the traditional territory of the SC'IA'NEW Nation.

Pearson College UWC stands as a beacon of hope and education, founded in 1974 with a vision to make education a force that unites people, nations, and cultures for peace and a sustainable future. Our mission is deeply rooted in this vision, striving to empower students from diverse backgrounds to actively engage in creating a better world.

At Pearson, we are more than just an educational institution; we are a vibrant community of passionate individuals committed to fostering global understanding and positive change. As one of 18 United World Colleges around the world, our students undergo a rigorous selection process in their home countries. They are chosen not only for their academic potential but also for their demonstrated dedication to making a meaningful impact on the world. Thanks to the generosity of our donor community, the majority of our students receive substantial financial aid, ensuring that opportunities for transformative education are accessible to all.

Pearson College UWC is recruiting for an outstanding Senior Philanthropy Officer, Major & Legacy Giving

Reporting to: Director of Advancement and External Relations

Position Summary:

Reporting to the Director of Advancement & External Relations, the Senior Philanthropy Officer is a key member of the Advancement team responsible for identifying, cultivating, soliciting, and stewarding major and legacy donors and prospects in support of Pearson College UWC's mission and strategic priorities.

The Senior Philanthropy Officer manages a portfolio of approximately 75-125 individual, foundation, and corporate donors and prospects capable of making gifts of \$10,000+, with a primary focus on gifts of \$25,000-\$100,000+. The position plays a critical role in achieving the College's annual operating, capital, and endowment fundraising goals by building

meaningful relationships that inspire transformational philanthropic investment in Pearson College UWC.

This is an exciting opportunity for an experienced fundraiser to help shape and grow major and legacy giving at one of Canada's most distinctive educational institutions while managing a dynamic portfolio of donors and prospects. The Advancement team is well-positioned for continued growth and success, with a global community of alumni, donors, and supporters that contributed \$5.7M to the College in 2025-26.

Building on the success and completion of Pearson College UWC's \$40M Renew & Re-found Campaign in 2024, the successful candidate will deepen relationships with a passionate community of supporters.

The successful candidate is a relationship-focused fundraiser who combines strategic thinking with disciplined execution, thrives in a collaborative environment, and is motivated by connecting donors with opportunities to create lasting impact.

Key Responsibilities:

Major Gifts

- Manage and strategically advance a portfolio of approximately 75-125 major gift donors and prospects capable of making gifts of \$10,000+, with a focus on cultivating and securing gifts in the \$25,000-\$100,000+ range.
- Lead donor discovery, cultivation, solicitation, and stewardship meetings, both in person and virtually.
- Develop and execute individualized engagement strategies that advance donors through the cultivation cycle and deepen their connection to Pearson College UWC.
- Conduct donor visits, virtual meetings, and meaningful engagement activities to advance prospects through the donor cycle.
- Prepare compelling proposals, briefing materials, impact reports, stewardship communications, and gift agreements.
- Develop and present major gift proposals and funding opportunities.
- Collaborate with the Director of Advancement & External Relations on major gift strategies for leadership and transformational giving opportunities.
- Support fundraising initiatives related to annual operations, strategic priorities, capital projects, and endowment development.
- Secure annual, capital, endowment, and multi-year commitments.

- Achieve annual revenue, pipeline growth, donor engagement, and portfolio performance goals through disciplined donor relationship management.

Legacy Giving

- Develop and implement strategies to identify, cultivate, solicit, and steward legacy giving prospects.
- Grow and strengthen Pearson College UWC's planned giving program, including stewardship and expansion of the Lester B. Pearson Legacy Society.
- Build and manage a portfolio of planned giving prospects and legacy donors.
- Confidently engage prospects in conversations regarding bequests, beneficiary designations, and other planned giving opportunities.
- Work collaboratively with donors, families, and professional advisors to facilitate planned gift commitments.
- Build meaningful long-term relationships with legacy donors and prospects by demonstrating the lasting impact of planned gifts on future generations of Pearson students.

Prospect Development & Pipeline Management

- With support from the Advancement team, identify, qualify, and research prospective donors capable of making major and legacy gifts.
- Identify and qualify new prospects through research, referral networks, alumni engagement activities, volunteer relationships, and community connections.
- Monitor and strengthen a robust major gift pipeline through timely moves management, strategic prospect assignments, and ongoing portfolio analysis.
- Maintain accurate donor records and activity reports in the College's fundraising database.
- Monitor portfolio performance and donor movement through the cultivation cycle.
- Partner with colleagues across Advancement, Alumni Engagement, Communications, and the campus community to strengthen donor pipelines and engagement opportunities.

Institutional Engagement

- Represent Pearson College UWC at community, donor, and alumni events while acting as an ambassador for the College's mission and values.
- Support the Director and senior leadership in donor cultivation and stewardship activities.

- Build strong working relationships with College leadership, faculty, alumni, volunteers, and fellow advancement professionals to advance fundraising priorities.
- Travel within Canada and internationally, as required, to support donor cultivation, solicitation, stewardship, and fundraising activities.

Qualifications

- Post-secondary degree in a discipline related to the duties of the position or an equivalent combination of education, training, professional affiliation, and experience.
- 5+ years of progressive experience in major gifts fundraising, philanthropy, advancement, or an equivalent relationship-management environment.
- Experience securing major gifts of \$25,000+.
- Demonstrated success cultivating, soliciting, and securing major and planned gifts, including experience leading donor conversations and managing complex donor relationships.
- Demonstrated ability to build credibility and trust with donors, volunteers, senior leaders, and professional advisors.
- Excellent verbal and written communication skills and the ability to build relationships with a wide range of stakeholders.
- Demonstrated ability to work both independently and collaboratively within a team environment, manage competing priorities, and achieve established goals.
- Valid driver's licence and access to a vehicle.
- Ability to travel and attend events outside of normal working hours, as required.

Preferred

- Experience securing multi-year, endowment, or blended major gift commitments.
- Experience with planned giving and legacy fundraising programs.
- Experience in education, higher education, independent schools, or mission-driven nonprofit organizations.
- Working knowledge of Raiser's Edge NXT or other fundraising CRM systems.
- CFRE designation or progress toward certification.

Compensation & Organization

This is a permanent, full-time position of 35 hours per week located at Pearson College UWC in Metchosis, approximately 40 minutes from downtown Victoria, BC. Pearson College UWC supports a hybrid work model, with four campus-based days and one remote workday each week, alongside regular travel and community-based meetings in support of donor cultivation, solicitation, and stewardship activities.

Salary range is \$90,000 - \$105,000 per annum, plus a comprehensive benefits package that includes four weeks of vacation with additional paid time off during the holiday closure, extended health & dental coverage, generous matching RRSP program, professional development allowance, and on-site meal program.

This position is anticipated to fall within the scope of the Professional Employees Association (PEA). As collective bargaining is currently ongoing and the Collective Agreement has not yet been finalized, certain terms and conditions of employment may be updated following ratification.

Applications will be accepted until the position is filled and are reviewed daily. Only candidates selected for an interview will be contacted.

This recruitment is being led by Gerard Search on behalf of Pearson College UWC.

How to Apply: Applications are being accepted on a rolling basis until the position is filled. Candidates are encouraged to apply as soon as possible. Please submit your application through Gerard Search: <https://gerardsearch.com/current-searches>.

Search Updates: [Check the status of the search process here](#)

Candidates must be eligible to work in Canada and pass a criminal record check.

As an inherent part of our United World College values, Pearson College UWC is actively committed to Anti-Racism, Diversity, Equity, and Inclusion in our living, learning and work environments. In pursuit of our values, we seek individuals who will work respectfully and constructively with differences and across levels of privilege and power.

We encourage applications from individuals belonging to minority and/or marginalized groups, including but not limited to Indigenous peoples, LGBTQ+ individuals, women, and those with diverse backgrounds or experiences. Your unique perspective is valued and contributes to fostering an inclusive and equitable workplace.