



Donor Relations Officer, Foundation - 1 position	Posting #: 54240
Foundation	Posting Date: January 01, 2025
St. Joseph's Hospital - London, ON	Submission Deadline: January 29, 2025
Full Time	Jennifer Pasichnyk, Human Resources
Non-Union	Salary Range: \$32.63 - \$40.79 /hour

Supporting St. Joseph's mission, the Foundation raises philanthropic funds to advance the very best in care, teaching and research. With a strong focus on performance and best practice, and guided by a skilled Board and leadership team, St. Joseph's offers a positive, collaborative team environment and a competitive compensation program.

Currently we seek an experienced donor relations/fundraising professional to design, implement, manage and evaluate a thoughtful, elegant and comprehensive donor relations program that meaningfully and appropriately recognizes and stewards all donors to St. Joseph's.

The Donor Relations Officer is accountable for ensuring a personally fulfilling giving experience for all donors through thoughtful, planned, creative and timely stewardship and recognition strategies that include, but are not limited to: personalized donor stewardship activities, naming proposals, stewardship reports, donor events, donor feedback surveys, on-going donor communications and public recognition when appropriate.

The Donor Relations Officer will develop, and consistently deliver, exceptional donor experiences that build sustain trusted and loyal relationships, which differentiate St. Joseph's Health Care Foundation as a charity of choice. The Donor Relations Officer also manages the Foundation's donor recognition societies and associated activities to deepen and broaden engagement and philanthropic support.

Reporting to the Chief Development and Communications Officer, the Donor Relations Officer serves as a member of the Foundation's Development team.

If you are a highly motivated, results-oriented and wanting to work in an engaging work environment to make better health care possible, please apply.

#### Essential Qualifications

- University degree
- A minimum of three-five years of charitable fundraising/development experience
- Professional accreditation as a Certified Fund-Raising Executive (CFRE) would be an asset
- Experience in the creation and implementation of personalized donor stewardship activities
- Ability to listen to others and communicate honestly, responsibly and professionally; verbally, written, and electronically
- Exceptional organizational and time management skills, attention to detail, accuracy and professionalism
- Effective Project Management with the ability to manage multiple projects over varying timelines
- Strong interpersonal skills to work effectively with volunteers, donors, and other professional staff in a highly-professional and mature manner
- Very self-motivated with ability to work unsupervised
- Ability to contribute positively and effectively to team performance
- Demonstrates high levels of integrity, sound judgement and discretion
- Commitment to the AFP Code of Ethical Standards and AHP Statement of Professional Standards and Conduct
- Working knowledge of Microsoft suite of programs (Word, Excel, PowerPoint), must be comfortable learning and using

new technology

- Knowledge of a Safety Culture in a Health Care Setting in compliance with the OHSA

#### Teaching and Research

- St. Joseph's Health Care London through its affiliation with Western University and Fanshawe College is a leading research and teaching hospital. As an employee of St. Joseph's, you will be expected to engage in role related teaching and research activities in addition to any of your clinical duties

#### Immunization Requirements

- Provide documentation you have received two doses of the Covid-19 vaccine (primary series/boosters, XBB or KP.2) OR one dose of KP.2 vaccine at least 14 days prior to the start date.
- Provide vaccination records or proof of immunity against measles, mumps, rubella and varicella (chicken pox)
- Provide documentation of the Tuberculosis skin testing

*Your interest in this opportunity is appreciated.*

*Human Resources and Leaders use your profile information to evaluate your application for the vacancies you apply to.  
Only those under consideration will be contacted.*