



We build strength, stability and self-reliance.

Director of Resource Development, Habitat for Humanity Regina

Habitat for Humanity Regina brings communities together to help families build strength, stability and independence through affordable homeownership. Reporting to the CEO, this position is responsible for achieving the organizations resource development targets through planning, implementation and oversight of the Fund Development, Marketing & Communications and Volunteer Management functions. As a member of the leadership team, the Director of Resource Development will be a key contributor to creating a stable and leading organization and guide a talented team of professionals to create and foster external relationships and communications.

Responsibilities include:

- Develops and implements a comprehensive and diverse fundraising plan that meets the future and ongoing strategic needs, both capital and operational goals of Habitat for Humanity Regina.
- Employs and oversees best practice major giving strategies including moves management methodology.
- Employs multiple fundraising tactics within the program in pursuit of fundraising goals, including but not limited to annual giving, direct mail, events, gift-in-kind, planned giving and grants.
- Develops a comprehensive stewardship strategy that ensures continued and meaningful engagement of donors with the organization.
- Understands and practices ethical fundraising approaches, including upholding the Donor Bill of Rights and meeting CRA requirements.
- Creates and updates policies and processes for the key functional areas under the purview of this role.
- Ensures thorough and regular tracking and reporting of all donor and volunteer engagement using the appropriate software tools.
- Develops and implements an integrated strategic marketing and communications plan to advance Habitat for Humanity Canada's brand identity, broaden awareness of its programs and priorities, and increase the visibility of its programs across key stakeholder audiences.
- Oversee development of all Habitat Regina's print communications including the annual report, marketing collateral and electronic communications including website and social media for both Habitat and the Regina ReStore ensuring consistency with organizational brand standards.



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- Ensures the effective operation of an active and robust volunteer program to meet the requirements of the build site and Habitat ReStore.

Qualifications

- Post secondary education or equivalent experience. Certified Fund Raising Executive (CFRE) designation and AFP membership are considered an asset.
- A minimum of 5 years progressively responsibly experience in developing, implementing and managing fundraising programs. Includes demonstrated experience as a major gifts fundraiser.
- Knowledge of public sector, non-profit organizational operations and related governmental relationships.
- Demonstrated ability to build and foster effective relationships with key stakeholders, including new and existing donors, staff, board members, and volunteers.
- Experience in marketing/communications strategy.
- Experience with volunteer programs considered an asset.
- Demonstrated ability to lead and support staff in achieving desired results.
- Ability to maintain a high level of professionalism, discretion and confidentiality.
- Exceptional communication skills, including delivering presentations.
- Ability to plan effectively, adapt to changing landscapes, with a problem-solving, positive mindset and manage to tight timelines.
- Adept at using the Microsoft Office Suite. Familiarity with Raiser's Edge NXT and Volunteer Hub considered an asset.

*A full job description is available upon request.

Hours of Work: Flexible schedule based on 35 hours per week, including some evenings and weekends, with occasional travel required.

Length of Employment: This position is a full time, permanent role.

Compensation: \$85,000 - \$110,000 annually depending on experience, plus benefits.

Please send resume to:

Crystal Thom, Payroll Administrator
Habitat for Humanity Regina
101 – 1445 Park St.
Regina, Sask S4N 4C5
careers@habitatregina.ca