



Join our team and discover the possibilities!

Spark your passion and discover your potential with Aspire Richmond Support Society. Join a team that truly cares about what matters to you. Be empowered, challenged and supported as a leader to ignite change!

Our roots run deep in the Richmond community with more than 40 years of program delivery and almost 400 employees. We live and breathe inclusion with a strong belief in the importance of grassroots advocacy, deep connections and kindness. We treat our employees with the same care as those that we support. In addition to creating rewarding relationships, you can expect respect, flexibility, significant professional development, comprehensive compensation and career growth with us.

Manager of Fundraising and Community Development (25 hours weekly) – Richmond, BC **\$48,000- \$53,000/yearly**

The Manager of Fundraising and Community Development is responsible for leading the organization's fundraising and public awareness initiatives. Reporting to the Chief Executive Officer, the successful candidate will cultivate new relationships to enhance the organization's visibility, strengthen its impact, and expand its financial resources.

YOUR IMPACT

- Develop and implement a comprehensive fundraising plan which includes major gifts, annual giving, planned giving, and special events.
- Write and submit grant applications including tracking proposal and reporting deadlines.
- Research and develop new donor/funding sources based on funding priorities.
- Design and execute an effective external communications plan including website design/maintenance, social media and print materials.
- Establish and maintain effective relationships with external stakeholders, donors and community partners.
- Increase organizational brand awareness in the community.

YOUR CAPABILITIES

The successful candidate will have a strong background in fundraising and/or communications, supported by a bachelor's degree in a related field, a minimum of five years of progressive experience, and a demonstrated track record of success. A professional designation in the field will be considered an asset.

We are looking for candidates with:

- Outstanding oral and written communication skills.
- Experience in planning events and activities designed to increase brand awareness and revenue.
- Skilled in using computers and modern digital technology.
- Understanding of social media best practices across all platforms. Knowledge of WordPress functionality an asset.
- Strong problem solving and critical thinking skills.
- Effective interpersonal skills with the ability to work independently and as part of a team.

Aspire Richmond Support Society offers a continuum of care throughout the lifespan of an individual with a disability. This includes early intervention supports for infants and children, child and youth care, adult day and residential services, employment options and more.

Our extensive professional development will allow you to make a meaningful impact right away. We are looking for people who share our passion to create a community where everyone belongs that is rooted in our values of trust, openness, fairness, respect, responsiveness and continuous learning.

In addition to creating rewarding relationships, we offer:

- Comprehensive employer paid benefits package (health, wellness, vision and dental).
- Municipal Pension Plan.
- 3 weeks of paid vacation.
- Professional development and career growth opportunities.

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