

Fort St John, BC – EXECUTIVE DIRECTOR

The Fort St John Hospital Foundation is a charitable organization with a long history of having a significant impact on the community in enhancing patient care and wellness in the North Peace region.

The Foundation Board of Directors is seeking a dynamic and entrepreneurial Executive Director with a vision on how to lead the organization into a future of growth, increased impact and regional prominence in donor stewardship and fund development. This position advances meaningful actions to respond to the complex needs of patients in our hospital, Peace Villa and community through innovative leadership.

The Foundation governance Board is proud to support and guide the Executive Director in executing on the Hospital Foundation Strategic Plan and harmonizing stakeholder engagement, through responsible decisions, financial management and continuous focus on patient centered outcomes and enhanced care.

The Executive Director will work closely with industry, local business, community stakeholders and Northern Health to actively engage and elevate our mission and integrity to contribute to partners in funding the best care possible for Fort St John.

KEY ACCOUNTABILITIES

Fundraising/Leadership:

- Experienced Fundraiser with a relationship driven approach to presence in our community and demonstrated leadership in funding strategies.
- Developing community partnerships, engaging donors, the Board, and Hospital Foundation Ambassadors to advance Strategic priorities.
- Lead the analysis of fundraising campaign performance, donor relations and management systems to develop methods for strengthening the long-term impact of donor engagement across annual, mid level, major and planned giving.
- Develop and guide communication and relationship management technologies to demonstrate transparency and continuous improvement in funding access for the highest needs.
- Coaching and mentoring the Foundation team, ambassadors and the Board is a valued competency for this position.

Communication, Media & Public Relations

- Actively maintain a high profile in the community and maintain positive relations with the FSJ Hospital.
- Develop proactive donor communication and stakeholder participation in programs.

- Consistent presence and visibility in the community as a spokesperson for the Foundation in implementing the strategic priorities.
- Develop and implement effective communication practices and modalities for the Foundation, the donors and stakeholders to ensure engagement, and fundraising initiatives success.

Administration & Financial Management

- Board reporting, financial statements and implementation of policies and procedures as approved by the Board. Compliance and investment requirements.
- Directs the general administration and management of the day to day operations of the Hospital Foundation.

Compensation: \$85,000 - \$105,000 / year (negotiable based on level of experience)

Benefits:

- Dental care
- Extended health care
- Life insurance
- On-site parking
- Paid time off
- RRSP match

Education:

- Bachelor's Degree (preferred)
- Fundraising designations if available
- Not for profit management certificate
- Or equivalents in combined education, and experience

Experience:

- Leadership in Non Profit & Donor Relationship: 5 – 7 years (preferred)

Fort St John, BC is an extraordinary northern community with a multitude of young families, committed entrepreneurs and remarkable lifestyle for individuals who are active, engaged in community development and appreciate the great outdoors.