

Nourish Partnership & Development Manager

Location: Virtual, remote

Application deadline: Wed May 17, 2023 midnight ET (updated)

Starting date: Ideally mid-June

Position type: 1 year maternity leave contract (potential for renewal)

Experience level: Mid-level (min. 3-5 years in a fundraising role)

Reports to: Co-Executive Director

Travel: Moderate, approx 2-3 multi-day events and team retreats per year, short-trips for funder meetings

Compensation: \$60k-\$80k commensurate with experience.

CONTEXT

Nourish works with health care to harness the power of food to advance health for people and planet. We are a national charitable organization with a growing community of practice that works across the community, institutional, and policy scales to empower health care to embrace food as medicine to advance health equity, climate action, and community wellbeing.

This is an opportunity to become involved with ongoing efforts to address some of Canada's toughest challenges – such as climate change, inequality, and reconciliation – providing systems leadership to support transition to futures where the wellbeing of people and planet are valued and seen as interdependent. You will gain a pan-Canadian perspective on social and ecological change while having the opportunity to develop meaningful connections across multiple scales of the system, from Indigenous knowledge keepers in the community to policy-makers. You will support efforts for awareness-based systems change and leadership that (re)builds relationships with food, land, and each other.

SKILLS & ATTRIBUTES

- Experience with a diversity of fundraising strategies (e.g. major gifts, government grants, events, sponsorships, individual giving campaigns) in the non-profit sector, with proven experience securing substantial funding and meeting income targets
- Excellent research, writing, editing and organizational skills
- Ability to distill complex ideas effectively to connect with key audiences and to represent a charitable organization publicly
- Excellent interpersonal communicator and collaborator
- Experience in establishing and growing a network of contacts and partners in health and food sectors
- Excellent knowledge of granting programs for Canadian charities

- Positive attitude and ability to work creatively to maximize opportunities
- A minimum of 3-5 years in a related role
- Intellectual curiosity and solutions-oriented thinking
- Proficient use of IT for building and tracking donor relationships, including the ability to use CanadaHelps online donation platforms, Asana project management tool, Hubspot CRM database
- Enjoy working in a flexible and fast-paced team
- Based in Toronto or Montreal an asset (with ability for some travel)

THE ROLE

The Partnership & Development Manager will have three main areas of responsibility:

1. Develop and maintain the fundraising plan and revenue streams

- Contribute to the growth and diversification of Nourish's revenue potential through the development of major gift, government grants, and individual giving opportunities, including philanthropic partnerships, corporate sponsorships, and government and other funding relationships
- Support the Co-Executive Directors in stewarding relationships with current and prospective funders
- Conducting research and writing memos to develop new opportunities and existing relationships
- Write grant proposals and applications and contribute to funder reports
- Lead the development of Nourish's second individual giving campaign working closely with the Communications Manager
- Work closely with the Communications Manager to produce clear, effective communications for the engagement of funder and partnership audiences
- Manage fundraising progress and donor relationships in Asana and CRM Hubspot
- Preparing reports on funder stewardship and fundraising opportunities and progress
- Contribute to the ongoing development of the conversation toward a shift in philanthropic leadership around preventative health and support for the ecological and social determinants of health

2. Provide support to program staff around partnership development

- Develop a fluency in the purpose and impact of Nourish's programs as well as policy and communications priorities
- Support program staff in the outreach and development of partnerships and revenue streams for the Food is Our Medicine and the Planetary Health Menus action learning programs
- Contribute to the development of program partnerships that develop the long-term sustainability of Nourish's program areas
- Working with the team, support the development of Nourish's Ambassador program

3. Funder and Partner Event Management

- Lead partners and funder engagement opportunities at the 2023 Nourish Symposium
- Manage and deliver other events for current and prospective funders and partners as required
- Ability to manage project and event budgets, ensuring excellent value for money

CORE ORGANIZATIONAL ROLES

As part of the Nourish team you will also contribute to the daily life of the organization in the following ways:

- Contribute to Nourish's strategic learning, program, and operational improvements.
- Contribute to the day-to-day life and culture of the Nourish team, including attending team meetings and retreats; supporting logistics, hosting, and recording of Nourish convenings; etc.
- Maintain relationships and liaise with advisors for guidance and support around the design and implementation of fundraising and partnership strategies
- Participate in formal DEI team learning programs and proactively seek out additional informal learning to activate Nourish's social justice values throughout all aspects of our activities
- Contribute to team performance reviews and team development activities.
- Maintain key relationships with policy, health, and food system stakeholders to identify and pursue windows of opportunity to work together
- Undertake research and writing activities, including developing resources and case studies, and contributing to newsletters, blogs, and reports
- Provide leadership through an array of facilitation, logistical, and administrative activities, including correspondence, scheduling, and preparing budgets and expense reports

TO APPLY

Please submit a cover letter and CV to info@nourishleadership.ca by midnight on Wednesday, May 17, 2023 with the subject line "APPLICATION for Partnership & Development Manager". Only applicants under consideration will be contacted for an **initial interview on Friday, May 19**. Applicants invited to a second interview may be invited to complete a short written exercise for a small honorarium. (updated)

PLEASE NOTE

Nourish strives toward diversity and inclusion in our work and in our virtual workplace. Racialized people and others from equity-deserving groups are strongly encouraged to apply. We encourage team members to bring their authentic, whole selves to work and strive to create a supportive environment to do so.