

# Shorefast

## Who We Are

Shorefast is one of the largest social enterprise organizations in Canada, and our projects on Fogo Island, NL have garnered significant international interest including a feature on [60 Minutes](#) and in The New York Times' [52 Places for a Changed World](#). Shorefast works to test, learn, and share economic development practices that activate the assets of local places; we envision a world of prosperous economies that serve people, nature, and culture.

## The Opportunity

We are looking for a candidate who personable, organized, and values-driven with a strong working knowledge of fundraising techniques for major gifts and high-end donor acquisition and retention. The Manager, Philanthropy Partnerships will focus on identifying new potential fundraising activities and events that align with Fogo Island Arts (FIA) programming. Reporting to the Senior Director, Philanthropy & Partnership, this position will collaborate with FIA leadership to plan and execute Patrons' stewardship activities that result in meaningful donor engagement and inspire increased philanthropic involvement in FIA and Shorefast.

## What You'll Do

- Craft compelling and customized major gift proposals, successfully articulating the case for support.
- Assists with research, itinerary development, and travel arrangements for events within Canada and internationally, including visits to private collections, museums, artist studios, etc.
- Accountable for timely delivery of donor acknowledgements and benefits and maintaining accurate and complete donor records.
- Liaises directly with donors and tracks and prompts donor touchpoints and activity with Shorefast CEO and FIA leadership.
- Prepares solicitation packages, thank you letters and follow up messages, and correspondence for signature in a timely fashion.
- Responsible for ongoing communications and relationships with funders, including program updates and invitations, written impact reports, funder surveys, and in-person meetings.
- Responsible for identification, cultivation, solicitation and stewardship to further grow FIA and Shorefast's donor family to meet revenue targets.
- In collaboration with program areas, oversees the complete grant cycle process, including writing complex, high quality grant applications and proposals, preparing budgets and other materials/documentation (reports, letters of intent, program briefs, etc.), managing the submission and follow-up.
- Prepares summaries and briefings for executive meetings and conversations with patrons and major donors.

## Qualifications and Experience

- Post-secondary education or equivalent experience
- 3 years of direct work experience in non-profit fundraising.
- A proven relationship builder with exceptional interpersonal skills.
- Well-developed communication skills with a high attention to detail and ability to craft persuasive and succinct communications.
- Knowledge of contemporary art an asset.
- Event management experience.
- Proficiency in use of Microsoft Word, Excel, Outlook and PowerPoint, Adobe, standard office technology and familiarity with a constituent relationship management (CRM) database

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## What We Offer

- Health and dental benefits
- Team member discounts, frequent travel to Fogo Island, and allowances for car and phone expenses
- An engaged, highly supportive, and collaborative environment
- The opportunity to work in a thriving social entrepreneurship
- A commitment to recruiting, promoting, and training qualified individuals at all levels within the organization
- Competitive salary and compensation
- A dynamic culture that encourages and rewards the entrepreneurial spirit

## To Apply

Please submit a cover letter and resume to [careers@shorefast.org](mailto:careers@shorefast.org), with the subject line ***Manager, Philanthropy Partnerships***; Questions about this position may also be directed here.

**Deadline for Applications:** Until filled.

We are grateful for all applications, but only those selected for an interview will be contacted.

At Shorefast, we endeavour to foster an accessible work environment and to ensure all in our care feel safe and valued. Please reach out if there is anything we can do to accommodate a more accessible or inclusive application process.