



## **POSITION TITLE: Director, Philanthropy and Alumni Engagement**

### **ABOUT ALPINE CANADA ALPIN:**

Alpine Canada Alpin (“ACA”) is a National, not-for-profit sports organization, responsible for the development and promotion of world class athletes in three of Canada’s fastest and most exciting snow sports: Alpine, Para-Alpine and Ski Cross. Alpine Canada’s mandate includes the management and support of Olympic, Paralympic, NextGen and World Cup Teams, ensuring that Canada remains a world leading ski nation.

With the support of valued corporate and government partners, as well as an impassioned donor base, Alpine Canada enables World Champion ski racers to succeed on the domestic and international stage, while stimulating and inspiring participation and excellence in skiing in Canada.

### **POSITION OVERVIEW:**

*Position:* **Director, Philanthropy and Alumni Engagement**

*Type:* Full Time

*Reports to:* Vice President, Partnerships

*Location:* Calgary, AB

The successful candidate joining the Alpine Canada team and family of stakeholders is an impassioned individual who is looking to make a measurable and positive difference. As an Alpine Canada employee, you will harness the passion of high performance sport in Canada, with a national sport federation whose roots date back to our inception in 1920. Our goal is to remove the financial barriers associated with high performance athletics on the global and domestic stage, while providing our generous and committed donors with reasons to believe and value for their donations and gifts.

Alpine Canada is seeking an experienced and collaborative leader, with demonstrated success in managing local and national fundraising campaigns, and donor platforms to fill the currently vacant position of Director, Philanthropy and Alumni Engagement. The Director will provide strategic and tactical leadership in the development, planning and execution of our fundraising campaigns and events for Alpine Canada. Achieving maximum financial support and providing a high level of donor stewardship will be the core objectives of this role in accordance with the values and mission of Alpine Canada.

Alpine Canada’s alumni stewardship and management is a new component to this position. Our alumni are integral to our history and to our future. Ensuring Alpine Canada has an engaged and supportive alumni base is a critical strategy for the organization moving forward. It will be a core responsibility of the Director, Philanthropy and Alumni Engagement to connect with our alumni, develop committees and volunteers from this group to help further the goals and objectives in place.



Based out of our head office in Calgary, AB (Winsport/Canada Olympic Park), and reporting to the Vice President, Partnerships (located in Toronto), the Director, Philanthropy and Alumni Engagement will also be responsible for working in collaboration with the various departments within Alpine Canada to fully maximize all potential opportunities for financial health and success. Externally, the Director will collaborate with Provincial Sport Organizations (PTSO's) to develop and execute various joint fundraising campaigns, events and opportunities.

*Key Responsibilities and Accountabilities of the Director, Philanthropy and Alumni Engagement:*

- Thought leadership, development and implementation of Alpine Canada's philanthropic programming, supporting the strategic plan of the organization
- High degree of competence in the development of goals and targets, budgeting and fiscal prudence, measurement and analytics, communication and reporting
- As the leader and sole individual dedicated to this department, you will provide leadership and connectivity to the other departments within Alpine Canada, such as: Marketing & Partnerships, Athletics/High Performance, Domestic and Accounting, cultivating strong relationships with each to maximize success
- Be accountable to and support the process of achieving our annual fundraising goals, as well as donor and alumni stewardship by applying best practices you will bring to the organization
- Take ownership of the architecture of Alpine Canada's donor and alumni stewardship and communications plan that generates a high degree of satisfaction from all internal and external stakeholders
- Contribute to and lead the creative ideation process and sessions with internal and external stakeholders, to craft and develop campaigns and events that yield positive revenue generation
- Assist in the development of donor materials through the successful collaboration with key Alpine Canada staff
- Fluent and proficient in the rules and regulations of CRA pertaining to not-for-profit and charitable organizations, as well as effectively communicate these rules and regulations to donors and stakeholders
- Promote a culture that is athlete-centric, while executing a donor-centric vision, where requests from internal and external stakeholders are responded to with a high degree of urgency, professionalism and accuracy
- Develop strong communication and relationships with identified external stakeholders who are critical to the success of our donor program
- Identify, recruit and convert new donors and renew current donors to long-term commitments
- Identify, connect/reconnect and develop strong alumni relations



#### **KEY COMPETENCIES AND QUALIFICATIONS REQUIRED:**

- Bachelor's degree or equivalent
- Minimum 10 years of experience in a comparable philanthropic or major gift giving positions, with strong knowledge of the not-for-profit space
- Experience in major fundraising campaigns and event planning, development and execution
- Proven track record of working with high net individuals within Canada and abroad through savvy and impassioned management
- Successfully communicate and articulate the vision, mission and goals of Alpine Canada to our current and new donor and alumni base, both through verbal and written forms of communication
- Resourceful and organized; able to work independently and to manage competing priorities, complex situations and deadlines
- Initiative / proactive attitude
- Capable of working with minimal supervision
- Ability to report to leadership in Calgary & Toronto offices
- Keen – 'in it to win it' – approach to everything you do

Are you inspired and ready to join the team at Alpine Canada in the role of Director, Philanthropy and Alumni Engagement?

#### **HOW TO APPLY:**

Applicants are invited to submit their cover letter and resume for consideration today to [careers@alpinecanada.org](mailto:careers@alpinecanada.org)

We thank all applicants in advance for their interest; however only those selected for an interview will be contacted.

#### **CONTACT INFORMATION:**

Alpine Canada Alpin  
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Calgary AB T3B 6B7

*Alpine Canada Alpin is an equal opportunity employer committed to fostering a diverse and inclusive work environment. We provide an exciting and challenging work environment, supported by a strong total rewards package.*