

JOB DESCRIPTION

Deputy Council Commissioner – Fundraising

Accountable to: Council Commissioner

Term: Appointed annually, to a maximum of 3 consecutive terms

Time Required: 10 to 15 hours per month; more during large fundraising events

Major Responsibility:

The DCC Fundraising will build a strategic communication and implementation plan to expand Fundraising within Voyageur Council in order to generate funds that will be used directly to help more youth benefit from Scouting in the Council. The DCC Fundraising will directly contribute to increasing Scouts Canada – Voyageur Council's capacity to help thousands of youth discover their potential in society, by increasing organizational resources supporting on-the-ground Scouters in Groups and Areas running the Canadian Path programs.

Duties and Responsibilities:

- Lead the planning and management of major Voyageur fundraising events
- Build a strategy and communications plan to maximize fundraising in Voyageur Council, particularly for Popcorn (all national funds for Popcorn fund our "No One Left Behind" program), Apple Day and Scouttrees.
- Work with Areas and Groups to implement the tactics of the strategic plan.
- Coordinate and follow up on mailings and phone campaigns, as well as efforts of Area fundraising volunteers
- Build a measurement and analysis report to help understand where our biggest gains can be had, based on historical and current data.
- Identify and approach potential business partners
- Help increase communications with supporters
- Prepare grant proposals to fundraising agencies
- Assist with general fundraising activities as needed

Qualifications:

- Fundraising and/or event planning experience
- Ability to build strong relationships with new people and organizations
- Experience working with virtual teams an asset
- Detail-oriented with excellent time management skills
- Strong interpersonal skills
- Works well independently and as part of a team
- Popcorn experience with Groups an asset
- Knowledge of Microsoft Office suite of programs, including Word, Excel and Database and website maintenance experience an asset.

Applicants should submit their resume highlighting relevant experience. Although Scouting experience is not required, if you do have Scouting experience, please include it in your resume.

Please send your CV and covering letter to easternontario@scouts.ca