



United Way
of York Region

Job Posting Campaign Manager

Position Type: Full Time, Permanent **Date Ad Posted:** July 16, 2010
Job Region: ON – York Region **Application Deadline:** July 30, 2010
Location(s): Markham, Ontario

United Way of York Region (“UWYR”) serves the nine Municipalities of York Region, comprised of Aurora, East Gwillimbury, Georgina, King, Markham, Newmarket, Richmond Hill, Vaughan and Whitchurch-Stouffville. With a population of over 1 million people, York Region is one of Canada’s fastest growing Regions.

UWYR is very active in and integral to the human services sector in York Region. Our \$7.67M annual fundraising campaign provides funding to 39 member agencies in York Region.

For more information about UWYR, visit www.unitedwayyorkregion.com

Position Mandate:

Reporting to the Director, Campaign, the Campaign Manager is responsible for planning, organizing, implementing and evaluating employee campaigns targeted at specific sectors of the business community.

Responsibilities:

- Manage portfolio of accounts and workplace campaigns to drive revenue through corporate and individual donations. This includes relationship management, strategic planning, volunteer training and development, public speaking, donor stewardship and operations management.
- Manage team of volunteers on Campaign Cabinet, comprised of high-performing senior business leaders in York Region, to connect with other organizations in York Region to drive support for United Way.
- Assist in selection and recruitment of fundraising volunteers and ensure that they receive appropriate orientation and training.
- Manage and monitor progress and results for all assigned accounts.
- Compile, coordinate input of, and analyze campaign statistics and projections on an on-going basis.

- Ensure that accurate, up-to-date information is maintained in the database.
- Develop annual account plan and timetable, and direct the implementation.
- Participate as a member of the staff team in regular departmental and inter-department activities.
- Manage Campaign Representatives in the fall
- Act as a United Way ambassador at internal/external events.
- Other duties as required

Qualifications:

- Proven fundraising skills – United Way experience considered an asset.
- Experience working with volunteers.
- Project management and/or sales and marketing experience.
- Demonstrated communication skills (written and verbal) and experience in planning, delivering and evaluating presentations/training sessions.
- Proven organizational and analytical skills.
- Ability to work effectively under pressure, to be part of a team, to meet multiple deadlines and to motivate people.
- Must be computer literate and familiar with both desktop and database tools.
- Must have access to a vehicle, valid driver's license and insurance.
- Knowledge of York Region considered an asset.

HOW TO APPLY

If you meet the criteria above and are interested in applying for the position; please send your resume to Rickesh Lakhani, Director, Campaign at rlakhani@uwyr.on.ca.