Invites applications for the following position(s):

**COMPETITION NUMBER: 284**

Administrative and Professional Staff Excluded Position (APEX)  
Continuing Position

EXECUTIVE DIRECTOR, UNIVERSITY CAMPAIGNS  
ADVANCEMENT & ALUMNI ENGAGEMENT  
POSITION NUMBER: 123680

**POSITION OUTLINE:**
The Executive Director, University Campaigns (EDUC) leads the strategy, design and implementation of campaign frameworks and programs required to support university priorities, which are anchored in Faculties. Working collaboratively and closely with Faculty leadership and other University stakeholders, the Executive Director oversees the day-to-day management, planning and coordination of pan-university projects and donor engagement activities leading to the commitment from donors of philanthropic funding. The Executive Director serves as an internal and external champion for all major fundraising initiatives and actively contributes to the strategic and operational services required to support Faculty-based and university-wide fundraising and alumni priorities. The Executive Director is a member of the senior management team that determines strategic and management plans for University Advancement.

**QUALIFICATIONS:**
- Master's degree in Arts or Business Administration and ten years of related experience in developing strategic fundraising and cultivation strategies and leading dynamic, effective and sustainable advancement programs in a post-secondary environment, or an equivalent combination of education, training and experience.
- Excellent knowledge of current trends in fundraising, prospect management and the direct solicitation of major gifts.
- Excellent knowledge of development programs including major gift, annual giving, gift and estate planning, corporate, foundation, and capital campaigns.
- Excellent leadership skills with the ability to articulate, construct, and implement annual and long-term innovative and ambitious development plans across diverse facets of an organization.
- Excellent coaching, mentorship and team building skills.
- Excellent organizational and time-management skills.
- Excellent analytical reasoning and problem-solving skills.
- Excellent budgetary and fiscal management skills.
- Excellent interpersonal and communication skills, with the ability to translate strategic vision into common language.
- Ability to develop relationships and partnerships and to work collaboratively at all levels and areas within the organization.
- Ability to communicate a vision, motivate a team, and create a collaborative, values-based, innovative culture that stimulates creative thinking and a will to seek out excellence.
- Ability to continually analyze and evaluate processes and programs to create innovative and strategic improvements.
- Proficient in the use of standard office applications and enterprise-level information systems.
- Ability to arrange suitable transportation to various work locations.

**START DATE:**

ASAP

This position will remain open until filled. To learn more about this opportunity and to apply through Harbour West Consulting Inc, please go to: https://hwest.ca/job/executive-director-university-campaigns/.

The University is committed to the principle of equity in employment.