



ACT

## *Director of Development*

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Founded in 1983 by a group of community volunteers as the AIDS Committee of Toronto, today ACT is a leader in efforts to end HIV/AIDS in Toronto. Through HIV and sexual health education, prevention and outreach, ACT is working towards a city with zero new HIV infections, zero HIV related stigma and discrimination, and zero AIDS-related deaths. ACT provides support services that empower men, women and youth living with and/or at increased risk for HIV to achieve self-determination, informed decision-making, independence, and overall well-being. ACT does this through programs such as counselling, information provision, social support activities and programs that help people with HIV return to work.

Reporting directly to the Executive Director, the Director of Development will be responsible for developing and executing on the overall direction of fundraising activities for the agency. A strong relationship builder with an ability to communicate the agency's vision, the Director of Development will lead a small team to facilitate and actively solicit and secure donations, grants, and sponsorships to support the agency needs. Bringing at least five years of progressive fundraising experience, the Director oversees all of the agency's fundraising activities including: Annual Fundraising (i.e., Direct Mail, Email, Social and Monthly Giving Campaigns), Major Gifts & Foundation Grants, Planned Giving, Special Events and Community Fundraising.

The Director is responsible for setting the budget for all fundraising programs, seeking to advance and grow fundraising capacity and revenue across these areas, assessing success and key learnings along the way. They have experience providing training and direction to leadership volunteers (i.e., Committee and Board Members) who would advance these efforts. The Director actively explores new fundraising opportunities, leveraging their relationship building skills to bring new volunteers, donors, and connections to support the work of the agency.

The Director will have strong leadership, communication, and negotiation skills along with effective presentation skills, regularly acting as a spokesperson for agency activities with donors and other key constituents. Ideally, the successful candidate will have an appreciation of, commitment to, and passion for the vision, mission, and values of ACT.

ACT is committed to and adheres to the principles of the Ontario Human Rights Code, the Accessibility for Ontarians with Disabilities Act (AODA), Employment Standards, the Pay Equity Act, the Occupational Health and Safety Act and all other applicable legislation. We are committed to integration and to removing barriers to accessibility in the workplace. We strongly encourage applicants to apply who are living with HIV and who self-identify on the basis of any of the protected grounds under the Human

Rights Code including but not limited to age, gender identity, race, ethnicity, ability/disability, or sexual orientation. ACT recognizes that equitable access to employment is an agent in social change.

For more information about ACT's work, please visit [www.actoronto.org](http://www.actoronto.org)

To explore this opportunity further, please contact Marie Imber at [mimber@actoronto.org](mailto:mimber@actoronto.org) or submit your resume to [careers@actoronto.org](mailto:careers@actoronto.org)