

We are hiring !

# Director of philanthropy

Second posting



## Why Work at Maison St-Raphaël?

### For a dynamic and innovative environment

- You'll strengthen the philanthropic culture of a young, rapidly growing organization that recently celebrated its 5th anniversary.
- You'll contribute to providing unique and essential services, offered free of charge to the entire Montreal community.

### For human connection

- You'll witness daily the impact of our services on the well-being of individuals at the end of life and their loved ones.
- You'll collaborate with dedicated multidisciplinary professionals committed to offering care marked by humanity and dignity.

### For an exceptional workplace

- You'll enhance your quality of life in a bright, calm, and modern environment located in a green neighborhood.
- You'll enjoy gourmet meals prepared by our chefs and offered at affordable prices.

## Sought-after profile

The successful candidate must have strong skills in strategic and philanthropic development. They must be resolutely focussed on results, have impeccable ethics and judgment, and be highly attentive to interpersonal relationships. This person has excellent organizational skills, is fully autonomous in carrying out their duties and manages priorities effectively. They are proactive, leveraging their sense of initiative, anticipation and adaptation.

## Employment Conditions

- Salary: \$100,000 to \$120,000
- Immediate start date
- Permanent position, 5 days/week
- Five (5) weeks of vacation
- Group insurance
- Telemedicine services
- Employer-matched RRSP

Work location: 6005 Deacon Rd, Montréal, QC H3S 2P4

For more information: [www.maisonstraphael.org](http://www.maisonstraphael.org)

**Deadline to apply: January 26, 2025**

### To apply

Please send your resume à [cv@maisonstraphael.org](mailto:cv@maisonstraphael.org)





## Responsibilities

- Planning and spearheading fundraising campaigns and activities, including logistics, administration and budgets
- Soliciting major and exceptional gifts
- Assessing and effectively rolling out donor engagement and retention initiatives
- Supporting colleagues on the Executive Committee and Board of Directors in philanthropic strategies
- Heading the Board's Philanthropy Committee
- Managing Philanthropy staff members (2 full-time and 2 part-time staff members)

## Job Requirements

- An undergraduate degree in a relevant field. Any combination of academic training and relevant experience will be considered
- Extensive experience and proven track record in managing annual and major campaigns with major corporate or individual donors, foundations or community organizations
- Exceptional communication skills in French and English, both written and spoken
- Demonstrated expertise in team and project management
- Good knowledge of the philanthropic community
- Demonstrated skills with MS Office suite and donation management softwares



## Maison St-Raphaël

Maison St-Raphaël is a grassroots charitable organization with a dual vocation: a 12-bed palliative care home and the first palliative day centre in Montréal. We provide free, high-quality care and services to people living with an incurable disease, their loved ones and the bereaved.

**Because at the end of life,  
life still comes first.**

[maisonstraphael.org](https://maisonstraphael.org)

**St Raphael**  Palliative Care Home  
and Day Centre

Please note that only those selected for an interview will be contacted.