



Position Description – Fundraising Profile

Purpose: Camp Fircom’s mission: To create communities of belonging and experiences to grow on.

Responsible to: Board of Directors (Chair)

Responsibilities:

In addition to the general responsibilities of a member at large, the Director who brings Fundraising expertise will:

- Provide guidance to the ED and staff to develop and implement comprehensive fundraising strategies.
- Identify fundraising opportunities to maximize revenue generation and donor engagement.
- Provide guidance to the ED and staff to cultivate relationships with individual donors, sponsors, foundation, or other potential sources of funding.
- Work with the Board to develop a plan for a capital campaign within a time frame of 2 to 5 years.
- Oversee grant writing efforts. Provide guidance to the ED in identifying and applying for grants.
- Collaborate with the engagement committee to design a fundraising campaign involving alumni, past staff, and other members of the Fircom Community.
- Call for a Fundraising meeting at least every two months to ensure that pending issues are addressed and report progress or request decisions from the Board at the board meeting.

Competencies:

- Cultivating strong relationships with donors, sponsors, and other stakeholders.
- Sales and negotiation.
- Knowledge of Non-Profit Fundraising regulations.
- Excellent interpersonal skills and ability to engage with individuals and organizations.
- Visionary strategic thinker.
- Active, responsive, and receptive volunteer.
- Knowledge of Board governance, and the role of a Board as separate from operations.
- Honours lived experience, and values anti-oppressive systems.
- Commitment to Camp Fircom Society’s mission and goals.



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Commitment:

- 5-10 hours per month for 2 a two-year term. Multiple term commitments are welcome and encouraged.
- Available to provide responses to requests (usually by email) within a week.
- Attendance and participation at approximately 10 Board meetings per year, which includes annual weekend retreats at Fircom.
- Participation on the Fundraising committee.
- Read and complete any preparation required before meetings to ensure the meetings run efficiently.
- Additional time may be required for other volunteer roles taken on during term of Board service.

Evaluation:

- Self and by the Board, annually.

Contact:

If you are interested, please send an email with an expression of interest to the Chair of our Board of Directors (boardchair@fircom.ca) by **March 15th, 2024**.