



**United Way**  
Kingston, Frontenac,  
Lennox and Addington

## DIRECTOR DEVELOPMENT

Reporting to the President & Chief Executive Officer (CEO), as a member of the management team, the Director Development works with United Way volunteers and staff to develop, implement, and evaluate a year-round fundraising strategy that builds strong long-term relationships with workplace volunteer. Managing a small staff team, the DWC supports the annual campaign, focusing on engagement, customer experience, and relationship building. The DWC ensures deliverables and timelines are met efficiently.

United Way Kingston Frontenac Lennox & Addington is an established fundraising and impact organization in Southeast Ontario that raised over \$3 Million. The United Way raises funds and invests them locally for maximum impact. This is possible because of generous donors, volunteers, partners, and supporters. United Way KFL&A is recognized by Charity Intelligence on their top 100 Rated Charities list.

### WE ARE LOOKING FOR:

- ❖ An experienced, mission-focused, strategic, solution-focused, and process-minded doer, who pays attention to detail and enjoys working collaboratively with others, is skilled and comfortable in managing staff and supporting and guiding volunteers, adept at developing, recommending, and executing fundraising strategies to grow engagement and giving through workplace campaigns, campaign events, individual giving, business development and sponsorship.
- ❖ A mature executive with a minimum of five years' experience and proven success in project and volunteer management. A solution-focused leader, always seeking quality improvement, with demonstrated management skills and experience, including collaborative problem solving, critical thinking, and conflict resolution. Experience with United Way is an asset.
- ❖ A leader who can 'lead from behind' and has the skill to help others achieve their goals and influence community leaders and volunteers, without having formal authority.
- ❖ Diploma or degree from a recognized post-secondary institution, preferably in Business Administration, Fundraising, Marketing or equivalent education and experience
- ❖ High level of integrity, confidentiality and accountability; sound analytical thinking, planning, prioritization and execution skills
- ❖ Strong verbal and written communication skills; a succinct and accurate communicator with excellent interpersonal and relationship-building skills.

The United Way is committed to employment equity and diversity in the workplace and welcomes applications from all backgrounds reflecting the diversity of Canadian society.

**Interested candidates are encouraged to submit their resume to Allen Prowse at:**

[allen@palmercareers.com](mailto:allen@palmercareers.com)

613-389-1108

***We thank all applicants for their interest, but only those selected for an interview will be contacted.***

### **PALMER & ASSOCIATES**

*EXECUTIVE SEARCH PROFESSIONALS*

Venture Business Centre

556 O'Connor Dr. Kingston, ON K7P 1N3

