

Manager, Donation & Database

Winnipeg, MB

CancerCare Manitoba Foundation

is the only charitable organization exclusively fundraising for CancerCare Manitoba. CancerCare Manitoba's main goal is to eradicate a complex set of more than 200 diseases.

While CancerCare Manitoba works in partnership with Manitoba Health, some programs and services are not eligible for government funding. Since 2000, CancerCare Manitoba Foundation has granted more than \$125 million to help CancerCare Manitoba deliver the best research, patient care, treatment and support.

We are proud to support CancerCare Manitoba's internationally-recognized team of health professionals as they provide outstanding quality care for all patients and their families living with cancer.

CancerCare Manitoba Foundation's core values:

- Mission Driven
- Donor Centric
- Team Player

www.cancercarefdn.mb.ca

To submit your candidacy:

Send your cover letter and resume to mmcintosh2@cancercare.mb.ca no later than October 15, 2019

Only the candidates selected for interviews will be contacted.
No solicitation.

CancerCare Manitoba Foundation is a not-for-profit organization seeking a full-time permanent "Manager, Donation & Database" to join our team. CancerCare Manitoba Foundation (CCMF) is the only charity that exclusively fundraises for CancerCare Manitoba. Extremely active in the Manitoba community, CCMF works hard at supporting CancerCare Manitoba's mission to provide compassion and care to those living with or affected by cancer.

The Manager, Donation & Database oversees the database team and fundraising software to ensure performance and standard levels are maintained for the organization to provide excellent donor and participant stewardship service. The Manager works collaboratively with all departments to ensure their fundraising and financial reporting needs are met. This is an ideal role for someone who has a solid foundation in computer literacy and is committed to continued learning. Raiser's Edge and Luminare experience an asset.

Responsibilities of the role:

- Provide oversight and leadership to data team
- Manage the integrity of the database & fundraising software
- Review & implement operational procedures to optimize effectiveness
- Ongoing development & implementation of procedures for tracking results to measure effectiveness
- Foster relationships with software vendors and explore new opportunities
- Provide support to fundraising and event initiatives
- Train CCMF team members with the intent of continuous improvement
- Commit to continuing education by developing skills through seminars, workshops, training sessions, etc.

To be the successful candidate you:

- Possess strong communication & organizational skills and a demonstrated collaborative approach
- Have excellent team leadership skills, particularly with respect to coaching and performance management
- Have strong computer literacy skills and experience with a range of software including database software
- Solutions-oriented and have a strong attention to detail
- Have some bookkeeping/accounting knowledge and experience
- Have advanced customer service skills and work well in a professional environment

Benefits of working at CancerCare Manitoba Foundation:

- Community focused and caring organization
- Health Benefits
- Pension Plan