



RELATIONSHIP MANAGER

Do you have the skills to cultivate relationships with donors and secure new opportunities of support for a growing organization? Samaritan's Purse Canada (SPC) is on the lookout for an enthusiastic and dynamic individual to join our Donor Ministry team as a Relationship Manager!

Samaritan's Purse is a Christian international relief organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet the needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ.

As the Relationship Manager, focusing on the Greater Toronto Area (GTA), you will be responsible for meeting financial objectives to raise the annual budget determined for the SPC. Along with raising new funds, this position will steward existing donors as assigned and engage with recently acquired donors. This role will source new avenues of income and secure new audiences as donors. As an integral member of the Donor Ministry team, you will actively participate in daily prayer ministry, helping SPC fulfill its mission and objectives.

The successful candidate will fulfill a full-time one-year contract position in a home-based office within the GTA. This position includes a comprehensive benefits package, including life insurance, medical/dental and short-term/long-term disability, RRSP contributions after one year of employment, and 15 vacation days per year to start.

Key responsibilities include but are not limited to:

- Cultivates relationships with donors (individuals, corporations, and foundations) and develop new donor relationships
- Identifies and develops growth opportunities for special events with the Development Team
- Provides relevant feedback and progress reports on donor development
- Maintains accurate donor contract records
- Works closely with the Development Team to ensure that donor relationships are managed in an appropriate and timely manner
- Cultivates year-round relationships with special event attendees
- Acts as a leader to fundraising volunteers, providing training and development as needed
- Builds support from individuals, corporations, foundations, educational institutions, and churches
- Delivers presentations on SPC projects and provides audiences with opportunities to financially support SPC

Qualifications:

- Qualified applicants must be committed to Christian values and precepts and be in agreement with the Samaritan's Purse Statement of Faith
- Post secondary education, with a relevant degree/diploma being preferred
- Minimum of 3 years of progressive and relevant fundraising experience
- Detail oriented, thorough and able to multi-task
- Proficient in Microsoft Office Suite
- Proven ability to manage projects in a fast paced, dynamic team environment
- Ability to be flexible and/or take initiative to meet tight deadlines
- Must enjoy meeting new people and be resourceful in researching, prospecting, and engaging new constituents
- Self-starter, able to set his/her own schedule to ensure targets are achieved
- Must be highly motivated, results orientated, professional, personable and work effectively in an often changing environment.

Note: Staff must be in agreement with the Samaritan's Purse Statement of Faith and be committed to Biblical values, precepts and conduct. We thank all applicants for their interest; however, only qualified candidates will be contacted for an interview.

No phone calls please.



- Excellent communication skills, verbal and written
- Knowledge of Donor Studio donor tracking system, an asset
- Knowledge of Planned Giving and Estate Planning, an asset

Certificates, Licenses, Registration:

- A valid passport and ability to travel when required
- A valid Driver's License
- Registered vehicle with appropriate insurance for travel within region

Contact Information:

To respond to this opportunity, please forward your resume together with a cover letter [detailing your passion for Christian ministry employment](#) to:

Attention: Human Resources
20 Hopewell Way NE, Calgary, AB T3J 5H5
Email: employment@samaritan.ca

Application Deadline: Open until a suitable candidate is selected.

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