

## CAREER OPPORTUNITY

### DIRECTOR COMMUNITY ENGAGEMENT

CMHA BC Division has an exciting career opportunity for a highly energetic and results-oriented **Director of Community Engagement** to play an active leadership role in strengthening CMHA in BC through engagement with provincial organizations and corporations. The ideal candidate has a commitment to diversity, exemplary relationship-building skills, is skilled in strategic communications, and understands the value of partnerships in achieving organizational goals.

Reporting to the Senior Director, Operations, you will spend your time:

- Developing public support for BC Division activities within the parameters of the Branch Agreement. A collaborative approach to engagement and planning is essential to the effective execution of work with BC Branches, with other provincial Divisions and the National office.
- Implementing the nationwide Strategic Plan through clear measurable goals and objectives related to the Communications, Philanthropy and Workplace Mental Health departments.
- Building and strengthening the philanthropic culture within BC Division staff and volunteers, and acting as the lead staff support to the BC Division Board Fundraising Committee.
- Supporting the Manager, Philanthropy in the development and implementation of current and future fundraising activities.
- Leading or participating in shared projects related to communications, branding and development with BC Branches.
- Developing a three-year operational and accompanying financial model for each department, ensuring staff performance plans are directly related to these operational plans
- Developing and ensuring external messages are communicated in a timely way and supporting branches within BC.
- Bringing new and exciting ideas to the organization, and listening to insight from team members and other community stakeholders
- Directing provincial Event Planning, marketing and sponsorship including, but not limited to, the annual Bottom Line Conference, Ride Don't Hide and the b4stage4 campaign
- Promoting CMHA BC Division services to branches and other like-minded organizations
- Representing CMHA BC at community initiatives and industry roundtables and speaking on behalf of the organization as directed by the CEO
- Personally managing individual and corporate donor relationships as needed.
- Creating a fund development plan inclusive of a digital fundraising plan that fits a tri-level organization
- In concert with the Manager, Philanthropy develop a donor stewardship program for sponsors and donors.
- Ensure all activities are compliant with Imagine Canada Standards Program and all philanthropic activities follow the Canada Revenue Guidelines for Charities

## **What you bring to the role:**

A Bachelor's degree in a related field, a minimum of 5-7 years of progressive, recent and related experience along with 2-3 years of experience in resource development and/or movement towards the Certified Fund Raising Executive certification.

You will also have:

- Experience in community engagement and mobilization
- Experience working within a federated tri-level organization
- An excellent track record in building strong relationships and partnerships
- Ability to prioritize and manage multiple projects with tight deadlines concurrently
- Exceptional strategy development, project management and communication skills
- Proven experience in managing and motivating staff and volunteers
- Strong knowledge of fundraising, including understanding federal and provincial legislation affecting charities
- Strong working knowledge of media relations and marketing
- Knowledge of budgeting, cost estimating, fiscal management principles and procedures

Located in downtown Vancouver, we offer a flexible work environment along with a competitive salary and benefits package. Occasional travel required within BC. Criminal record check may be required prior to employment and every five years during employment.

## **How to Apply:**

Please submit a PDF copy of your resume along with a cover letter clearly documenting how you satisfy the requirements outlined in this job posting to [human.resources@cmha.bc.ca](mailto:human.resources@cmha.bc.ca) by May 31, 2017. We regret that only short-listed candidates will be contacted to schedule an interview.

## **About CMHA**

At the Canadian Mental Health Association (CMHA), we are all about promoting the mental health of all and supporting the resilience and recovery of people experiencing mental illness and addiction. Founded in 1918, the Canadian Mental Health Association (CMHA) is a national charity and nation-wide leader and champion for mental health. For information about CMHA, visit our website at [www.cmha.bc.ca](http://www.cmha.bc.ca)

*CMHA, BC Division is committed to our workforce reflecting the diversity of the communities within which we work. As such, we encourage applications from persons with disabilities, members of visible minorities, First Nations, Inuit, and Métis people, people of all sexual orientations and genders, and others who may contribute to the diversity of our staff. Personal experience with mental illness and or addiction, either through self or a loved one, is an asset.*

*Located on the unceded territories of the Coast Salish Peoples.*