



Position Title: Senior Development Officer

Reports to: Director of Development

Why Work at Earth Rangers?

- We use a hybrid work model, with office staff working at Earth Rangers Headquarters on Tuesdays and Wednesdays, and working from home on Mondays, Thursdays, and Fridays. As a member of the Development Team, travel to meetings and attendance at evening/weekend events is occasionally required.
- Our competitive benefits include medical & dental coverage and life insurance. Full-time employees are eligible for a 5% match to RRSP contributions after one year of service.
- We close at 1pm on Fridays all summer, and the office shuts down between Christmas and New Year's.
- At our offices you will have access to free parking, an on-site gym, and beautiful walking trails. We are situated at The Kortright Centre, a Toronto and Region Conservation Authority property that consists of a 325-hectare natural woodland oasis.
- We cover the cost of preapproved professional development opportunities like courses, certifications, and conferences to help you advance in your career with Earth Rangers.

About Earth Rangers:

Earth Rangers is the kids' conservation organization, on a mission to create a generation of conservationists who are hopeful, informed, and empowered to take action. Since 2004 we have been testing and establishing a proven model of environmental education and engagement for kids that is truly one of a kind. Our free membership program allows children to become official Earth Rangers themselves, and provides them with fun resources and impactful activities to bring positive environmental change to their communities. Our main programs are targeted for children ages 6-12; a critical time for instilling environmental values and behaviours. With more than 350,000 members and alumni, Earth Rangers has grown to be the largest youth environmental organization globally!

The Senior Development Officer will be responsible for a portfolio of donors valued at \$1.5 - \$2 million annually. The portfolio consists largely of corporate donors and some foundations and individuals. The position will focus equally on securing new donors and corporate partnerships and managing / growing existing ones. This includes prospecting, pitching, partnership negotiation and execution. Focused on meeting fundraising objectives, the Senior Development Officer will lead and support collaborations that include sponsorships, corporate donations, and cause related marketing. Reporting to the Director of Development, we are seeking someone with a strong sales/fundraising and account management background, who is motivated by an entrepreneurial work environment and is excited about developing and executing programs and projects that deliver on our mission and meet the strategic objectives of our partners.

Our ideal candidate is a strategic thinker, proactive, highly organized, able to thrive in a fast-paced environment and passionate about our mission. The successful candidate will be an exceptional account

manager and skilled relationship builder and strategist with the proven ability to manage an extensive portfolio of existing and prospective corporate donors, resulting in new revenue. This individual will have demonstrated success in securing multi-year financial gifts from new partners and in upgrading existing commitments by seeing growth opportunities that align with partner interests. The successful candidate must possess superb oral and written communications skills, a keen eye for details and an inquisitive nature to strategically seek out new opportunities.

Key Responsibilities:

- Manage and consistently grow a portfolio of corporate accounts primarily at the \$15,000+ level
- Maintain a robust sales/fundraising pipeline, including new prospects
- Develop proposals, reports, and strategic correspondence related to funding partnerships
- Research, create, and propose new opportunities for revenue generation
- Create presentations and participate in pitch meetings
- Actively steward a robust portfolio of corporate partners, requiring regular communication
- Execute smaller events and other partnership activation opportunities, as required
- Manage multiple projects at once to ensure optimal delivery on partner goals
- Collaborate with internal teams to ensure the successful delivery of donor commitments

Qualifications and Characteristics:

- 5+ years of fundraising experience, with proven success securing gifts and/or sponsorships of \$50,000+
- Experience creating and delivering presentations, and comfort engaging in public speaking at events
- University degree or college diploma
- Exceptional writing skills
- Excellent computer skills including MS Office and Google applications (particularly Word/Docs, Excel/Sheets, and PowerPoint), with comfort in sales or donor databases
- A valid driver's license with access to a reliable vehicle
- Experience researching and writing about issues pertaining to conservation, environmental education, and other relevant topics an asset
- Experience using Atlassian applications (particularly JIRA and Confluence) an asset
- Genuine enthusiasm and interest for the Earth Rangers mission

Earth Rangers is dedicated to fostering a diverse work environment. We will consider all qualified applicants for employment. Applicants that meet the qualifications will be contacted for an interview. Earth Rangers is committed to accommodating applicants and employees with disabilities. Should you require accommodation or this job description to be available in an accessible format, please advise.

Interested applicants please forward your cover letter and resume to hr@earthrangers.com