

Pivot is looking for a Development Manager!

About Us

Pivot works in partnership with communities affected by poverty and social exclusion to identify priorities and develop solutions to complex human rights issues. Our mission is to work alongside communities to create a just, fair and equitable society through litigation, law reform, research and legal education. Pivot's work tends to focus on four policy areas: police accountability, drug policy, homelessness, and sex workers' rights.

We combine strategic litigation with high-impact public education and advocacy campaigns to maximize our effectiveness. Our deep collaboration with people and grassroots movements, combined with our unique approach to social change makes Pivot the only human rights organization of its kind in Canada.

About You

You are passionate about social justice and the mission of Pivot Legal Society. You have at least 3 years of successful fundraising experience including experience in directly soliciting gifts from individuals and organizations. You are values-driven and results-oriented, and a highly organized person. You have excellent research, communications, and writing skills. You love to collaborate with an integrated team, work with volunteers, and have excellent interpersonal skills. You have experience building relationships and have experience with event planning and coordination.

You bring an intersectional analysis to your work that relies upon an understanding of settler colonialism, white supremacy, classism, patriarchy, trans-misogyny, ableism, and anti-substance user stigma. Applicants are strongly invited to share how their lived experience informs their approach and ethics.

About the Role

The Development Manager works directly with the Executive Director to develop and execute an effective fundraising plan for Pivot.

Job responsibilities:

- Work with the Executive Director to develop annual and multi-year fundraising plans and set measurable targets for each revenue stream which get the Pivot brand in front of strategic and new audiences
- Recruit, support, and supervise development staff, fundraising volunteers and contractors as required
- Manage and optimize the existing donor database
- Identify, engage and steward current major donors in collaboration with the Executive Director
- Drive the acquisition of new corporate partners and sponsors

- Identify, research, develop and manage grant and foundation applications and reports
- Work with communications staff to develop fundraising materials and website copy
- Develop and coordinate fundraising and stewardship events
- Support organizational policy development relating to best practices around development activities and firmly rooted in Pivots values and strategic objectives

Qualifications:

We are looking for a values-driven and results-oriented professional who brings:

- Demonstrated fundraising experience (3 years minimum) including a track-record of success in directly soliciting gifts from individuals and organizations
- Experience stewarding donors at all giving levels
- Highly developed strategic thinking and planning skills
- Strong organizational and time management skills with excellent attention to detail
- Excellent interpersonal skills and experience working with an integrated team and volunteers
- Excellent research and communications skills with demonstrated ability to write creatively, clearly, and persuasively.
- General understanding of the rules governing non-profits and charities in Canada, as well as tax-receipting protocols, and donor information management.
- Strong computer skills and experience with donor management software (Experience with Nationbuilder and optimizing online donor experiences are assets).
- Experience planning and executing fundraising events
- Demonstrated experience and skill navigating fundraising in a values-driven organization and context
- Ability to organize, multi-task, problem-solve, and remain flexible within a fast-paced and changing environment
- Thorough knowledge of CRA regulations and compliance as it pertains to both non-profits and charitable organizations

Compensation

Starting salary for this role is between \$62,500 and \$67,500 commensurate with experience. Pivot offers a highly competitive vacation and benefits package.

How to apply

Applications should include a cover letter and CV in one pdf document. Applications must be received no later than **5pm (PST), Monday, January 28, 2019**. We encourage people to apply early. Please submit your application to Catarina Moreno, Interim

Executive Director, at jobs@pivotlegal.org identified by the subject line: *Application for Development Manager.*

Pivot strives to create a fair and respectful environment that protects and promotes human rights. Pivot believes that a workforce that reflects the diversity of the communities we serve strengthens our ability to achieve our mission. All of our facilities are gender inclusive. We strongly encourage applicants of all genders, ethnic and cultural backgrounds, sexual orientations, abilities, and with a range of life experiences to apply.