

Fundraising and Resource Development Planner

Employer: North Shore Health Network
Posted: 13 months ago
ES Job ID: 3887
Sector(s): Office & Administration, Healthcare

Closing Date: June 30, 2023
Location: Blind River
Duration: N/A

Job Description:

The North Shore Health Network Foundation is a registered charity that raises funds to support the North Shore Health Network (NSHN) sites in Blind River, Thessalon, and Richards Landing. The Foundation's fundraising efforts enable NSHN to replace ageing medical equipment, purchase innovative technology, and boost patient services.

The Fundraising and Resource Development Planner assists the Foundation in the design and implementation of events and draws/raffles as well as in the research and submission of grant applications. The successful candidate will work closely with the Foundation Coordinator and the Foundation Board of Directors in creating new opportunities to engage with donors and distribute information on NSHN's current needs.

Job Status

- Contract position; 35 hours per week, for 52 consecutive weeks.
- Possibility of a flexible schedule.
- \$18.00/hour

Responsibilities

- Assist in the development and implementation of marketing and fundraising strategies for the North Shore Health Network Foundation.
- Design advertisements, social media posts, posters, etc.
- Research grant/funding opportunities and submit applications.
- Build successful relationships with donors and community partners.
- Research other hospital foundation processes for comparison.
- All other duties as assigned

Required Skills:

Qualifications

This opportunity is proudly supported by NOHFC, therefore the successful candidate must meet the following grant requirements:

- Candidate must be a new entrant into the workforce, be transitioning to a new career, or the unemployed or underemployed who are entering a new field.
- Candidate must have not previously participated in an NOHFC-funded internship in the 2020 Mandate.
- Candidate must be 18 years of age or older.
- Candidate must be legally eligible to work in Canada.
- Once hired, the candidate must reside in the Northern Ontario community in which they are employed
- This opportunity is proudly supported by Northern Ontario Heritage Fund Corporation and is funded through the



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Workforce Development Program. Eligibility requirements of the program can be found here:
<https://nohfc.ca/en/pages/programs/people-talent-program/workforce-development-stream>

- Proficiency in Microsoft Programs (Word, Excel, PowerPoint, etc.) as well as Canva, and Squarespace.
- Excellent verbal and written interpersonal communication skills.
- Good organizational skills and ability to attend to several concurrent projects.
- High standards of ethics and confidentiality to handle sensitive information.
- Bilingualism (French/English) is an asset.

How to Apply:

Apply Today

Interested applicants are welcome to submit their cover letter and resume to:

NSHN Foundation

Attn: Cynthia Wilton-Koke, Foundation Coordinator

cwilton@nshn.care

This opportunity is proudly sponsored by: NOHFC

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