



Let your career SOAR with Wildlife Rescue!

Are you interested in being part of a PURPOSE-DRIVEN team with a passion for animals and wildlife?
Do you want to join a fast-growing organization making a big impact in BC?

We are looking for a **Fund Development Officer** to join our team.

In this dynamic, flexible role, you are empowered to bring your entrepreneurial spirit to work every day, where you can make a big impact in a small and dedicated team.

Wildlife Rescue values work-life balance;
we offer numerous values-driven employee perks and benefits to support our employees in being their best selves both in and out of the workplace.

Position Profile:

Our Fund Development Officer role is full time, 32-40 hours per week, with flexibility on exact hours and schedule dependent on the candidate.

Who YOU are:

You are an enthusiastic, impact-driven professional, with a passion for leading fundraising initiatives and managing key relationships as part of our Fund Development team.

You are a skilled relationship builder with experience and enthusiasm for stewarding individual donors and sponsors, planning and executing annual campaigns with the support of our talented team, and contributing to the development and success of all of Wildlife Rescue's fundraising programs.

You embrace the opportunity to bring new ideas and innovative approaches to a not-for-profit driven by our Mission, Vision and Values which we live and breathe every day.

Who WE are:

Established in 1979, Wildlife Rescue Association of BC is a leader in the rehabilitation of wild animals and is committed to educating the public on how to coexist peacefully with wildlife. Located in Burnaby, BC, we are western Canada's busiest wildlife rehabilitation centre, with over 6,000 animal patients admitted each year.

The Wildlife Rescue Association of BC is located on the ancestral and unceded homelands of the hən̓q̓əmiñəm and Skwxwú7mesh speaking peoples. We are grateful for the opportunity to be on this beautiful, shared territory.

Employee Perks and Benefit:

- Remote work opportunities (dependent on position)
- Flexible work week (32-40 hours/week) dependent on candidate work style and preference

- Professional development funding and opportunities
- Room for career growth
- 3 weeks paid vacation to start
- A competitive extended medical and dental benefits plan, which includes:
 - Teleadoc medical services
 - Employee Life insurance
 - Access to Mental Health services including counselling, psychotherapy, and more

Highlight of Key Responsibilities

- Developing and implementing annual fundraising plans for Wildlife Rescue major donors and corporate sponsors
- Supporting annual fundraising campaigns
- Managing relationships with third-party fundraising partners
- Cultivating major donor relationships to meet Wildlife Rescue's annual revenue
- Identifying and completing grant applications when applicable

Key Qualifications & Experience

- Minimum 1-3 years of fundraising experience in a non-profit setting
- Excellent communication, organization, and time management skills
- Ability to prioritize and problem-solve
- Willingness to take initiative and work independently
- Computer skills: Proficient in MS Office; experience with CRM's an asset
- CFRE Certification an asset
- OR the right combination of skills and experience—we are looking for the right fit for our team and encourage all interested candidates to apply.

Note:

- All candidates must be willing to submit proof of current tetanus and COVID-19 vaccination and to obtain criminal record check as per policy.
- WRA is an Equal Opportunity Employer committed to Diversity, Equity and Inclusion; It is WRA's policy to provide equal opportunity for all qualified employees and applicants for employment without regard to race, colour, religion or creed, gender, age, disability, national origin, language, political belief, criminal record, pregnancy, marital status or sexual orientation. Reasonable accommodation will be made for persons with disabilities. This policy applies to hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training. If you need assistance or an accommodation, you may contact us at recruitment@wildliferescue.ca.

To Apply

Submit your cover letter and resume together in a single pdf file using our online form.

<https://app.smartsheet.com/b/form/87100d9d25c84de785d17adee9299e57>

If you have any questions, please feel free to contact us at recruitment@wildliferescue.ca