



Job Title: Development Relations Officer, Individual Giving

Reports To: Senior Director, Stewardship - Philanthropy

Location: Toronto, ON

Employment Type: Full-Time Permanent (35 hours/week), Hybrid

Start Date: November 2025

The Terry Fox Foundation

The Terry Fox Foundation stands as one of Canada's most iconic and impactful charitable organizations, rooted in the extraordinary legacy of Terry Fox. In 1980, after losing his leg to osteogenic sarcoma, Terry embarked on the Marathon of Hope—a cross-country run to raise awareness and funds for cancer research. His journey, marked by courage, resilience, and unwavering determination, captured the hearts of Canadians and inspired a nationwide movement.

Although Terry's run was cut short after 143 days when his cancer returned, his dream lives on. Today, the Terry Fox Foundation continues to uphold his vision by funding innovative cancer research and inspiring millions through his story. With over 10,000 annual Terry Fox Runs held in communities across Canada, the Foundation plays a vital role in fostering national unity, promoting health and wellness, and advancing scientific discovery.

For over four decades, the Foundation has united Canadians in the pursuit of a world without cancer. Every donation, every step taken in Terry's name, fuels groundbreaking research and brings hope to millions. Joining the Terry Fox Foundation means becoming part of a legacy that dares the impossible—and works every day to make it possible.

Why This Role Matters

As a Development Officer at the Terry Fox Foundation, you will be instrumental in advancing our mission to "Finish It"—realizing Terry's dream of a world without cancer. In this role, you will focus on cultivating and stewarding a vital portfolio of donors. Through personalized engagement and meaningful opportunities, your efforts will transform generosity into impactful investments that accelerate life-saving cancer research.

Key Responsibilities

- **Donor Engagement:** Cultivate, solicit, and steward a portfolio with a focus on individual donors ranging from four to five figures.
- **Fundraising Initiatives:** Assist in developing and implementing fundraising strategies and campaigns to meet annual revenue goals.

- **Event Support:** Participate in planning and executing donor events and recognition programs to enhance engagement and support.
- **Data Management:** Maintain accurate donor records in the CRM system, ensuring timely acknowledgment and reporting.
- **Collaboration:** Work closely with colleagues across the organization to align fundraising efforts with organizational priorities and impact opportunities.
- **Stewardship:** Work in partnership with the Stewardship team to ensure donors at this level are appropriately thanked and engaged in the impact they are helping create.

Who You Are

- A dedicated fundraising professional with 5 years of experience in managing a donor portfolio, annual giving, or nonprofit development.
- A natural relationship-builder who thrives on connecting with donors, understanding their motivations, and aligning their interests with impactful giving opportunities.
- A strategic thinker who sets clear goals and develops actionable plans to achieve them, demonstrating initiative and foresight in donor engagement.
- A collaborative team player who works seamlessly across departments to support fundraising initiatives and enhance donor experiences.
- A detail-oriented professional who leverages data and donor insights to inform engagement strategies and improve fundraising outcomes.
- An effective communicator and storyteller who can articulate the organization's mission and impact in a compelling manner to inspire donor support.

What Success Looks Like

- You have cultivated a robust portfolio of donors, leading to increased engagement and sustained support for the organization's mission.
- You are comfortable and excel at engaging supporters and potential supporters in the organization. Ability to identify opportunities for growth and collaborate with the team to move people through the pipeline effectively.
- Your personalized stewardship efforts have enhanced donor satisfaction and loyalty, contributing to higher retention rates.
- You have effectively collaborated with colleagues to execute successful fundraising campaigns, initiatives and donor events.
- Your data-informed strategies have identified new opportunities for donor engagement and revenue growth.
- You have a strong ability to multi-task and manage a high-volume portfolio in a meaningful and effective manner.
- You have consistently met or exceeded fundraising targets, demonstrating the tangible impact of your donor relations work.

Qualifications

- Bachelor's degree in a relevant field (e.g., fundraising, marketing, communications, or related discipline).
- 5 years of experience in fundraising or development within a nonprofit organization.
- Demonstrated success in donor cultivation and solicitation, ability to manage a significant portfolio of donors and prospects.
- Strong organizational skills and attention to detail.
- Excellent written and verbal communication skills.
- Proficiency in Microsoft Office Suite and familiarity with CRM systems (e.g., Salesforce).

How to Apply

Your talents, passion, and dedication will help us continue Terry's legacy and make a lasting impact in the lives of so many. To begin a meaningful new journey with us please submit your application via **LinkedIn**

We are dedicated to employment equity, and we value diversity in the workplace. If you require any accommodation during the recruitment process, please reach out to us.

To be considered for this position, applicants must be legally eligible to work in Canada at the time of application. The Terry Fox Foundation is unable to support work permit or immigration applications for this role. Employment is contingent upon the Foundation's receipt of all required documentation.

While we thank all applicants for their interest, only those selected to move forward in our screening process will be contacted. Details regarding compensation, including the salary and benefits package, will be discussed with candidates invited to interview.