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food
people
community

Santropol Roulant is hiring!

Director of Fundraising and Financial Vibrancy

Santropol Roulant is looking for a passionate and dedicated leader to join our team

About Santropol Roulant

Santropol Roulant uses food as a vehicle to break social and economic isolation between generations. Creatively and collaboratively, we strengthen and nourish our local community with our novel approaches to active community engagement, youth leadership, food security and social inclusion.

Opportunities to learn and grow are key benefits of working at Santropol Roulant. Our working culture supports staff members in developing the skills required to ensure that our collective impact matches organizational and personal aspirations.

About the Position

The Director of Fundraising and Financial Vibrancy plays a key role in developing, maintaining and enriching the relationships that enable the Roulant to grow and deepen its impact year by year. Responsible for the overall view of the Roulant's revenues of just over \$1 million annually, the Director will work closely with the fundraising team to provide meaningful opportunities for our whole community to become actively involved in fundraising projects in line with [our mission and values](#). They will additionally have opportunities to take leadership with regards to the overall vision and development of the organisation.

For a clear picture of the diversity of sources that provide a stable foundation for the Roulant's financial health, we encourage you to read our [annual report](#) and our [financial statements](#) from 2015.

Key responsibilities include :

Fundraising & Revenue Stream Development

- Build and steward relationships with corporate donors, foundations and individual donors
- Write funding applications and manage follow-up, reporting and communication with funders
- Plan major annual events and appeals with the fundraising team
- Develop annual and long-term fundraising goals and strategies, with the aim of maintaining a healthy and diverse funding base
- Create and promote opportunities for staff and board members, volunteers and donors to become actively involved in fundraising
- Ensure that fundraising targets are met with the collaborative support of the team
- Track data and maintain records of relationships in our Salesforce database

Financial Oversight

- Maintain a comprehensive understanding of forecasted and actual revenue streams
- Manage our banking activities and relationships with our financial institutions

Organizational life

- Bring the perspective of donors to Santropol Roulant's community (at events, in planning priorities, etc.)
- As a full-time staff member, participate in collective responsibilities such as staff meetings, hiring committees, event planning committees, and other collaborative projects.

We are looking for candidates with the following skills, interests and experiences :

Fundraising & Finance Management:

- Some experience cultivating, soliciting and stewarding relationships with major donors, corporations and foundations
- Some experience using a CRM-style databases such as Salesforce
- Budget management skills, comfort with Simply Accounting or other accounting software an asset

Grant writing and donor relationships:

- Excellent inter-personal skills
- Excellent written communication skills (experience writing or editing for publication an asset)
- Bilingual (English and French)
- Ability to work at the macro level and communicate our vision and activities to different audiences

Organizational Fit :

- Passionate about intergenerational community building, sustainability and food security, along with a genuine desire to inspire social change.
- Highly motivated, innovative and able to inspire others towards achieving goals
- Excited about working in a collaborative and dynamic work environment

Contract Details :

This is a full-time, permanent position (40 hours / week) with a forecasted start date in mid-January 2016. This is a salaried position with an annual salary of \$33,446.40 in accordance with Santropol Roulant's Salary Policy which also includes health and professional development benefits and annual salary augmentations. We ask for a minimum commitment of 2 years. The work schedule is from Monday to Friday, 9:15 to 5:15 for the majority of the year, with occasional evening commitments. The selected candidate should additionally expect to work approximately one Saturday per month, in rotation with other staff members, taking a day off to compensate in the following week.

As an organization that works to break social and economic isolation and bring people together across social barriers, Santropol Roulant recognizes that people who experience structural oppression and marginalization have a lot to offer our community. People of colour, people from racialized communities, people with disabilities, women, two-spirited and queer people, trans people, and other candidates who experience marginalization are strongly encouraged to apply and to self-identify in their cover letter. Our primary office space is step-free and has an accessible washroom, but our second floor and basement are not wheelchair accessible. Please contact [Stephanie](#) if you have any questions about the accessibility of our work area or your participation in an interview process. For more information about how to apply for a job at Santropol Roulant, [click here](#). For more about our hiring policies, [click here](#).

To apply, please send a CV and cover letter detailing your relevant experience and interest in the position to Stephanie Childs at rh(at)santropolroulant.org or 111 Roy East, Montreal, Quebec, H2W 1M1. The deadline to apply is **Friday, December 23, 2016 at 9am**. Only candidates chosen for an interview will be contacted. You can reach us at 514-284-9335 with any questions or clarifications.