



## JOB POSTING

POSTING #: 2023-23

POSITION TITLE: FUNDRAISING AND COMMUNITY GIVING SPECIALIST

### THE OPPORTUNITY

*Join one of the [Top 10 Canadian Youth Impact Charities of 2022](#) today! Since 2010, Charity Intelligence has awarded Eva's with high marks for financial transparency, accountability to donors and cost-efficiency.*

#### **Eva's Turns Youth Homelessness into Home**

Youth experiencing homelessness who are Black, Indigenous, 2SLGBTQ+, racialized, or newcomers are overrepresented in the population of youth experiencing homelessness. In Canada, racism, specifically anti-Black and anti-Indigenous racism, permeates society, creating social and health inequities.

To respond to the needs of homeless youth and decrease social and health inequities experienced by Black, Indigenous and racialized youth, culturally responsive supports and services must be provided. These supports centre the identities and cultures of young people and affirm their holistic identity, taking into consideration the barriers they navigate in their daily lives. This ensures that services respond to the specific needs of youth instead of compounding the barriers they are already facing.

Eva's was founded in 1989 by Eva Smith, a Jamaican immigrant, advocate, and activist. You can learn more about her legacy here: [Home - Eva's Initiatives for Homeless Youth \(wpengine.com\)](http://www.wpengine.com)

Eva's provides shelter, transitional housing, and health and well-being programming to help youth experiencing or at risk of homelessness in Toronto. Join our expert staff help young people reach their potential and lead fulfilling, healthy lives.

At Eva's, we help young people move from crisis to stability with the ultimate goal of moving to independence. We work with each young person to develop an achievable action plan, attain their goals, and build strong community connections.

#### **Eva's Turns Youth Homelessness into Home**

Black and Indigenous youth and young people of colour are overrepresented in homeless shelters and transitional homes in Toronto. They face higher rates of housing insecurity and barriers to accessing long-term housing due to the legacy of colonialism and anti-Black racism.

Eva's is rooted in the principles of social justice. If you have a history of working in social justice; have experience working in homelessness and/or housing; and want to be a leader in one of Toronto's most pressing social issues, read on.

By working with Eva's, you'll be doing more than helping give youth shelter. You'll be giving them strength for the future.

## **ROLE OVERVIEW**

Are you passionate about social change? Do you want to make a difference in an organization that serves homeless youth? As a charity that provides shelter, transitional housing, and programming to help young people build brighter futures free of homelessness, Eva's is seeking a purpose-driven, highly collaborative, and experienced fundraiser to serve as our Fundraising and Community Giving Specialist.

Reporting to the Director of Development and as an integral part of a Development team, the Fundraising and Community Giving Specialist will not only provide leadership and oversight relating to Eva's annual giving program but also grow our community-centred fundraising partnerships and third-party events. The successful candidate will use their strong knowledge of anti-oppression frameworks, through the lens of anti-Black racism, to help cultivate and solidify relationships with community partners looking to engage with B3 organizations.

This is a highly collaborative position in which the successful candidate will be working closely with Communications as part of integrated campaign planning and execution. Responsibilities will be focused on an integrated annual giving plan that includes direct mail, digital marketing and communications, tribute and month giving, and retaining and recruiting new partners to organize community giving initiatives.

This is a pivotal time to join Eva's as we embrace unprecedented growth within the fundraising portfolio, celebrate the transformational change that is occurring in greater society and live our values using an anti-oppression lens in a manner that respects our clients and further enhances our mission.

This is a hybrid position based in downtown Toronto. As Eva's is committed to being a flexible employer, a combination of in-office and remote work will be required.

## **RESPONSIBILITIES**

- Works with the Development team to assist in the planning and execution of the annual giving program, with a focus on donors who give \$1k-\$10k, and community-based giving.
- Builds and maintains relationships with mid-level donors through various fundraising strategies through the entire donor cycle.
- Provides day-to-day management and logistical oversight of the monthly giving program
- Plans and delivers on a cohesive, integrated marketing plan and calendar of activities. This includes the annual direct mail, digital, and telemarketing campaigns.
- Builds and maintains relationships with schools, community groups, and third-party fundraisers.
- Optimizes the online and offline third-party experience.
- Provides logistical support to larger event-based activities, namely Home Depot's Orange Door Campaign, Eva's Golf Classic, and Hockey Helps the Homeless.

- Coordinates employee-giving activities through organizations such as United Way and Benevity.
- Collaborates with the Senior Manager of Development Operations to oversee data management and uphold donor-centric best practices in fundraising stewardship.
- Recommends and implements activities to grow and/or deepen relationships with our donors database.
- Generates lists and reports for ongoing pipeline management and ROI on fundraising activities.
- Stays up to date on broader philanthropic trends and latest practices in annual giving strategies.
- Provides support to the Development team on related events and campaigns.
- Fulfills other duties and assigned tasks as required.

## QUALIFICATIONS

- Passion for the mission of Eva's and supporting youth experiencing homelessness.
- Minimum 5 years of progressive leadership experience in the not-for-profit sector.
- Experience working for a community-based organization and/or with vulnerable populations with an anti-oppression framework is highly desired, particularly from an anti-Black racism lens.
- Strong technical abilities with databases and online platforms such as Microsoft Teams and Raiser's Edge NXT.
- Demonstrated fundraising experience managing and reporting on diverse revenue streams.
- Proven ability to build and manage a prospect pipeline.
- Highly proficient interpersonal skills with a demonstrated ability to build networks, collaborate and engage communities of support.
- Confidence, competence, and comfort working with senior volunteers and organization leaders.
- Tactful and dynamic with the ability to encourage engagement and support the fundraising goals of the Development team.
- Excellent organization, problem-solving, and decision-making abilities with high attention to detail.
- Self-disciplined, and self-motivated with the ability to work efficiently using an innate sense of urgency to meet deadlines.
- Excellent verbal and written communication skills to produce reports and deliver effective presentations to large groups.

## APPLY

Submit a cover letter and resume in one PDF document to [careers@evas.ca](mailto:careers@evas.ca). Be sure to indicate **2023-23** **JOB TITLE** in the title No phone calls, please. Position will be open until filled.

## CONDITIONS OF EMPLOYMENT

The City of Toronto has put in place a mandatory vaccination directive for City-funded shelters, and Eva's is obligated to comply with this legislation as per our funding agreement. In view of this, new Eva's employees are required to be fully vaccinated against COVID-19 as a condition of hire. New Eva's employees will be required to provide proof of full vaccination status to the People and Culture team via an upload in ADP upon been granted access. This information will remain confidential and will not be

disclosed to Eva's staff or management. New Eva's employees will be entitled to reasonable accommodation in accordance with human rights legislation.

Please note that as a condition of employment, the successful applicant must complete a Vulnerable Sector Screening Police Reference Check. Eva's would like to thank all applicants for their interest; however, only those selected for an interview will be contacted. In keeping with our ongoing efforts to represent the diversity of our community, we strongly encourage people from diverse groups to apply. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), Eva's provides accommodation, accessible formats, and communication supports for the interview upon request.

Eva's is strongly committed to a workforce that reflects the diversity of the populations we serve. We encourage applications from all qualified individuals including applicants from all cultures, racialized communities, abilities, diverse sexual and gender identities, and others who may contribute to the further diversification of ideas. We are committed to a selection process and work environment that is inclusive and barrier free.

Eva's has taken active steps to reduce the risk of transmission within our shelters, click here to learn what we are doing: <https://www.evas.ca/blog/covid-19-update/>

## LAND ACKNOWLEDGEMENT

We acknowledge the land we occupy is the traditional territory of many nations including the Mississauga's of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississauga's of the Credit and the Williams Treaty signed with multiple Mississauga's and Chippewa bands.

We also acknowledge all Treaty peoples – including those who came here as settlers – as migrants either in this generation or in generations past - and those of us who came here involuntarily, particularly forcibly dis-planted Africans, brought here as a result of the Trans-Atlantic Slave Trade and Slavery.

## LOOKING TO LEARN AND GROW WITH US?

Check out all our employment opportunities on our website at <https://www.evas.ca/employment/>

### **Eva's Initiatives for Homeless Youth**

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Connect with us @evasinitiatives