

The Francis Winspear Centre for Music (Winspear) is seeking an ambitious community builder to become our next **Major Gifts Officer**.

Who we are:

As one of the premiere places for music in Canada, the Francis Winspear Centre for Music is committed to provide musical experiences rooted in creativity, nourished by imagination, and sustained by excellence.

We are committed to the importance of the live experience. We host music groups and individuals at every level of ability, anchored by our resident artists, the Edmonton Symphony Orchestra.

We are on Indigenous peoples' traditional lands, who are integral to our history. Equally, we embrace today's multicultural mosaic. Music is one of the expressive languages that transcend and unite people.

We are committed to providing a safe and welcoming space for our community to create, exhibit, and learn about music. We are committed to accessibility. The Centre is a platform for a broad and eclectic range of individual voices to be enjoyed on a communal level.

The Winspear Centre has been a cornerstone of Edmonton's Arts District for 25 years. We welcome 250,000 people annually to participate in musical performances and rehearsals, literary events, meetings, receptions, graduation ceremonies, and educational programs. We are currently working to complete the Winspear Project – a significant building expansion that is currently underway and will include a new 550-seat performance venue, dedicated teaching spaces, and flexible community areas and will help us achieve our goal of reaching 500,000 active participants by 2032. We aim to celebrate the opening of this exciting new addition to Edmonton's Arts District in 2025.

We operate up to 365 days of the year and outside what would be deemed regular business hours. Our employees and contractors have floating work schedules that, occasionally or frequently, include work on evenings, weekends, and holidays depending on the person's role and the needs of our business.

We encourage you to visit our website to learn more: <https://www.winspearcentre.com/>

Who you are:

You love Edmonton, music, and community building. You enjoy working in a team, are quick to help colleagues, bring your best, and bring out the best in a team. You enjoy meeting new people and helping them make their community better.

You're a problem solver and organized to handle multiple deadlines and detail-oriented projects. You have experience in the world of philanthropy and understand the value of philanthropy within an organization.

You are creative and not afraid to try new things. You are aligned with these values and want us to succeed together.

What we can offer you:

- Upon probation completion, we offer a comprehensive health benefits package.
- An organization that provides support, learning, and training opportunities.
- Immersion in a culture that wants to share our love of music with the community.

Job Summary:

Reporting to the Director of Philanthropy, the Major Gifts Officer develops relationships with donors, patrons, and community members to grow support for the Edmonton Symphony Orchestra and Winspear Centre's work. The Major Gifts Officer will initially lead the capital campaign to build a new community music centre in downtown Edmonton. The Officer plans fundraising strategies, builds relationships, and works flexible hours including evenings and weekends.

Key Responsibilities:

- Strategize and implement techniques for donor retention and acquisition.
- Connect with community advocates and ensure they have the resources to contribute their time, networks, and resources to the Edmonton Symphony Orchestra (ESO) and Winspear Centre.
- Communicate the ESO and Winspear Centre's vision, focus, and impact to the community.
- Establish and/or modify procedures, documents, and policies to facilitate the successful execution of a capital campaign.
- Produce the processes for the community to support a capital campaign.
- Organize events, meetings, and connection points to engage donors in a capital campaign.
- Develop strategies to engage individual and corporate donors, internal stakeholders, and the public to participate in a capital campaign.
- Liaises with the team coordinating building construction.
- Integrate a capital campaign marketing and communications plan into the operations of the Philanthropy Department.
- Support with processing donations and entering data in the database as needed.

Qualifications:

- Outstanding interpersonal skills including effective engagement with diverse stakeholders in written or verbal communication.
- Experience connecting with people and cultivating support for a cause.
- Experience developing strategy for fund development and executing a capital campaign.
- Effective organizational and time management skills
- Experience working and thriving in a fast paced and rapidly changing environment.
- Education is valued as a signal of initiative, discipline, and ambition.

Competencies:

- Relationship Building
- Problem solving
- Resourcefulness
- Strategic Thinking
- Open minded
- Optimistic

Please submit your cover letter and resume by email: [hiring@winspearcentre.com](mailto: hiring@winspearcentre.com). Please include "Major Gifts Officer" in the subject line. Posting will remain open until suitable candidate is identified.

The Winspear Centre is an equal opportunity employer and encourages applications from all qualified individuals. Applicants who are either Canadian or permanent residents of Canada will be considered prior to international applicants. We thank you for your interest. Only those selected for an interview will be contacted.