



Little Warriors is a national organization focused on the awareness, prevention and treatment of child sexual abuse. We also advocate on behalf of and with child sexual abuse survivors.

Little Warriors is committed to:

- Raise awareness and provide information about child sexual abuse.
- Provide a treatment facility to help children cope with the devastating effects of child sexual abuse.
- Provide child sexual abuse prevention strategies to adults through education.
- Ensure the rights, needs and interests of children are respected and protected.

Job Posting: Major Gifts Coordinator

Reports To: Little Warriors CEO

Little Warriors seeks a philanthropy professional focused on major gift cultivation with a passion for fundraising and excellent communication in all mediums. As a member of the Little Warriors team, the Major Gifts Coordinator will partner with fund development, communications and Little Warriors leadership to help create, execute, and evaluate all philanthropic strategies and fundraising activities with a donor-centric philosophy to ensure a diverse and sustainable revenue portfolio in support of the mission and vision of Little Warriors.

Major Gifts

- In collaboration with the fund development and leadership team of Little Warriors, support the development and implementation of fundraising plans including budgets, goals, strategies and timelines.
- Build and refine an extensive prospect list for major gifts, including national prospects and potential funders.
- Initiate and coordinate meetings with prospective donors, which may include key staff or Board members and facility tours of the Be Brave Ranch.
- Establish, build and maintain relationships with assigned major gift donors, corporate partners, grantmaking organizations and key stakeholders to increase retention and where appropriate increase levels of engagement.
- Maintain a streamlined system for donor, foundation, corporate and potential major gift donor records using in-depth understanding of databases, from the conceptual to the tactical.
- Effectively steward assigned major gift supporters and cultivate new potential sponsors and donors.
- Collaborate with fund development team, management and Board for strategy development.
- Construct, articulate, and implement annual strategic development plan.
- Help enhance and refine organizational fund development reporting, metrics and database utilization and structure.





- Implement a strategy, set priorities, manage multiple projects, and work effectively under pressure to achieve individual and organizational goals as required.
- Attend third party events as required for strategic development.
- Support other organizational initiatives, projects, programs and opportunities as assigned.

Essential Skills and Knowledge:

- Strong, demonstrated leadership and collaboration skills.
- Strong organizational and time management skills with exceptional attention to detail.
- Excellent verbal and written communication skills, convincing and persuasive with the ability to present and convey complex ideas and issues clearly and coherently.
- High energy and passion for Little Warriors mission is essential.
- Demonstrated commitment to discretion, confidentiality and compassionate sensitivity in dealing with stakeholders and relationship development.
- Track record of bringing innovative creative thinking and fresh ideas to an organization and/or its services.
- Highly self-motivated and able to work autonomously, take initiative and make decisions.
- Flexible and adaptable style; a leader who can positively impact both strategic and tactical fundraising initiatives.
- Ability to construct, articulate, and implement annual strategic development plan.
- A professional and resourceful style; the ability to work independently and as a team player, to take initiative, and to manage multiple tasks and projects at a time.

Qualifications and Requirements:

- 10-plus years of professional experience in non-profit or charitable organizations.
- Demonstrated success in a development function, managing and forging relationships with multiple donor sources. Tangible experience of having expanded and cultivated existing donor relationships over time. Proven ability to build and manage donor and prospect connections with tact and diplomacy.
- Demonstrable track record of strategic fundraising, with five or more years of experience in securing major gifts.
- Preferred: Experience securing sponsorships, working with fundraising campaigns, and increasing donor giving levels over time.
- Preferred: Experience with annual campaigns and events.
- Experience should include: Stewardship and solicitation of individual donors, foundation and corporate sponsor development and potential donor research. A successful track record in implementing strategy, setting priorities, managing multiple projects, and working effectively under pressure to achieve individual and organizational goals is required.
- Experience of utilizing the strength of an organization brand for charity/business development.
- Proven track record of meeting challenging revenue targets.
- Preferred: Experience in developing and implementing strategic and business plans.
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- Preferred: Successful, significant and relevant achievement at management level in a comparable national/international organization.
- Required: Experience with donor database systems.

For more information on Little Warriors visit www.littlewarriors.ca

Interested applicants should submit their resume to the attention of
Laurie Szymanski, Chief Executive Officer
laurie@littlewarriors.ca

We thank all applicants in advance for their interest. However, only those under consideration will be contacted.