



Position: Executive Director **Toronto**

Reports to: Board of Directors

Location: Toronto (Hybrid/Remote).

Ideally with a connection to the Metro Vancouver area.

About Canada SCORES Vancouver - A Charitable Society ("Canada SCORES") Canada SCORES is a registered charity that empowers youth to find their voice, achieve their goals, and reach their full potential. We offer a safe place where all kids are welcome and nurtured. We are the only after-school program in Canada, that combines the game of soccer, the art of poetry, community service, and leadership experiences to inspire youth to lead healthy active lives, be engaged students, and have the confidence and character to make a difference in the world. Learn more at www.canadascores.org.

About the Position Canada SCORES is dedicated to inspiring youth across Canada through after-school and summer programming. The Board of Directors has approved a strategy to expand our reach to communities in Metro Toronto with a long-term vision of inspiring youth across different markets in Canada. We're looking for a compassionate visionary, entrepreneurial self starter, proven energetic major gift fundraiser and leader to take us on this journey.

You'll be the point person and public face of Canada SCORES in the Metro Toronto market while working with a committed and enthusiastic team in Vancouver. In leading Canada SCORES through its next phase of growth, you'll be responsible for developing and implementing our expansion strategy: identifying and cultivating key stakeholder relationships in the community, in the education, corporate, arts and sport sectors; crafting and executing fundraising programs to support this growth, and continuing to build Canada SCORES' proven brand reputation as both a sports- and arts-for-youth-development leaders.

Responsibilities: Reporting to the Chair of the Board of Directors, the main focus of this position is to set up a Metro Toronto branch of Canada SCORES, proactively and strategically developing stakeholder relationships in the Metro Toronto market. Relationships include the professional and amateur soccer market, the arts sector, school districts, corporations aligned with the Canada SCORES' values, community and private foundations. Fundraising in the six figures is critical to support and sustain the growth of the organization through individual major gifts, corporate partnerships and foundation grants.

Fundraising: The Executive Director will diversify the organization's revenue sources, secure the funds necessary to accomplish the organization's mission and goals and grow our annual revenue to six figures and beyond.

Further, the ED will have latitude in how to generate revenue, but at a minimum is expected to:

- Develop a fundraising strategy and annual revenue generation plan reflecting diversification in revenue sources (foundations, individual donations, corporate contributions, government grants and events), with input from the Board of Directors.
- Prepares accurate and timely analyses that capture and communicate fundraising results, variances and performance trends
- Prospect and successfully solicit national corporate partnerships, 6 figure major gift donations, third party events, annual gifts, government and foundation grants
- Actively cultivate and steward existing and new donors, both institutional and individual
- Foster a culture of giving and fundraising amongst the Board of Directors
- Manage grants, including grant writing, grant budget, and grant reporting

Brand Building: The Executive Director will be the public face and voice of Canada SCORES in the Metro Toronto market, and be an active brand champion in the soccer, arts, youth development, and school communities where we run our programs.

Among other duties, the Executive Director will be responsible for:

- Serving as a spokesperson for Canada SCORES in the local market, increasing our public reputation and brand awareness;
- Securing public recognition for Canada SCORES;
- Obtaining relevant third-party accreditations;
- Speaking at conferences and securing positive media coverage;

Community and National Partnerships: The Executive Director will develop long term strategic relationships with a large variety of partners to support the expansion of the organization, including:

- National and regional corporations to promote the value and benefits of Canada SCORES for purposes of long-term support, including funding, employee engagement and event participation
- School districts and educators to promote Canada SCORES programming
- Individuals and other funders to promote the impact and value of programming for purposes of long-term support, including 6 figure donations and active event participation

Administration and Team Leadership: The Executive Director is responsible for sustaining Canada SCORES' administration, legal, and personnel needs, including:

- Lead and foster a caring and inclusive culture where all feel welcome and respected
- Work independently, hiring and directing contractors and/or part time staff as needed, in growing the programming and developing fundraising events.
- Recruit, direct and coach volunteers;
- Run an annual strategic planning session with the Board, implementing and managing the plan;

- Work with Committees of the Board, including:
 - Fundraising Committee to identify and secure individual major gift and corporate prospects
 - Monitor and ensure fiscal integrity of Canada SCORES
 - Partner with Director, Programs & Operations based in Vancouver, on the development and management of the annual budget
 - Ensure that services and funding relationships are robust enough to meet or exceed strategic goals and objectives
 - Ensure annual audits are completed in a timely manner
 - Ensure Canada SCORES is in compliance with all legal requirements, maintains adequate insurance, and preserves all of its intellectual property rights
- Recruits, onboards and retains a diverse, highly qualified staff and volunteers by providing career coaching, growth, and personal development for workers.

Qualifications: Canada SCORES is an organization that values teamwork, leadership, commitment, and equity – these traits permeate all aspects of what we do and how we do it.

We seek individuals who are fun, driven, passionate about our work, and uphold our values.

The ideal candidate will:

- Be a self-starter, have an entrepreneurial, growth-oriented mindset and approach to work;
- Have a minimum of 10 years management experience in the non-profit sector, preferably at a national level, developing local and national partnerships, leading programs, motivating and inspiring staff and furthering the mission;
- Have a network of professional relationships within the Metro Toronto market, within the public school system, corporate, sport sector, arts and non-profit sector to support the start up and growth of programming within the Metro Toronto branch
- Be an experienced and energetic fundraiser
- Have 5 or more years management or supervisory experience
- Have demonstrated success in leading and scaling a non-profit organization, community organization or similar
- Love solving complex strategic challenges
- Be a talented communicator, able to communicate effectively in-person and online with a wide variety of diverse stakeholders
- Be detailed, organized, and excellent at prioritizing

- Ability to multi-task
- Demonstrate sound judgment and discretion
- Be passionate and knowledgeable about youth development and growing communities

Education

Bachelor's degree in business management preferred

Compensation While the position is structured as a full-time position, we are open to a more flexible arrangement for the right individual. The compensation package includes a competitive annual salary commensurate with experience plus personal/vacations days, health benefits, and a flexible work schedule.

To Apply Canada SCORES welcomes diversity and encourages all qualified individuals to apply by submitting their cover letter and resume to admin@canadascores.org.

We thank all applicants for their interest and advise that only those selected for an interview will be contacted. This position is only open to those legally entitled to work in Canada.

Applications accepted until the position is filled.

Target start date: Fall 2023.