



Job Description

Link to Job Description in ASL: <https://youtu.be/g3tjBzbZoQ4>

Title: Director, Fundraising

Location: Vancouver, BC (Quebec Street Office)

Position Status: Full-time, 35 hours per week

Reports to: Chief Executive Officer

Lead Fundraising That Improves Communication Access and Strengthens Community

Wavefront Centre for Communication Accessibility is a non-profit and national leader in advancing communication access for Deaf, DeafBlind, and Hard of Hearing communities. Since 1956, we've combined service delivery with social purpose ensuring that every program we run, every barrier we remove, and every partnership we build strengthens accessibility across Canada.

As the Director of Fundraising, you will lead Wavefront Centre's fundraising program and development strategy including building a strong, sustainable donor pipeline. This role oversees annual giving, major gifts, foundation relations, campaigns, and donor stewardship and drives donor engagement through segmentation, personalized outreach, and compelling storytelling related to impact.

Key Responsibilities

1. Fundraising Strategy & Revenue Growth

- Design and lead fundraising strategies to achieve annual revenue goals.
- Build a donor pipeline including major donors, foundations, and multi-year support.
- Develop donor segmentation to enable personalized outreach and long-term cultivation.
- Identify opportunities for growth across campaigns and corporate partnerships.

2. Donor Engagement & Stewardship

- Cultivate and steward major donors, foundation partners, and community supporters.
- Support on the development of donor-centric storytelling and materials that communicate the impact of contributions.
- Plan and implement donor engagement and stewardship initiatives
- Oversee reporting and accountability to donors, including impact reports and updates.

3. Campaigns & Annual Giving

- Lead execution of direct mail, email, and digital fundraising campaigns.

- Work closely with Communications to ensure donor-facing messaging is cohesive, accessible, and compelling.
- Support integrated campaign development that aligns fundraising with organizational storytelling and marketing efforts.

4. Systems, Analytics & Donor Infrastructure

- Build internal systems, including donor data, campaign tracking, and analytics.
- Develop tools and processes to support donor pipeline management and reporting.
- Provide training to staff to strengthen organization-wide fundraising competency.

5. Stakeholder & Community Engagement

- Foster relationships with partners and community to broaden Wavefront Centre's reach.
- Represent Wavefront Centre at community events and external engagements.
- Work with Communications to align outreach efforts and amplify impact stories.

Qualifications & Experience

- Bachelor's degree in Fundraising, Non-profit Management, Business, Communications, or a related field (Master's degree an asset).
- Demonstrated success designing and delivering large scale fundraising strategies
- Proven experience cultivating and stewarding major donors, with a track record of securing significant contributions.
- Strong understanding of donor segmentation, prospect research, and CRM-based pipeline management.
- Experience planning and delivering donor campaigns (email, direct mail, events) with measurable revenue outcomes.
- Ability to translate program impact into compelling cases for support
- Familiarity with accessibility, inclusion, and community-centred fundraising principles

Compensation & Benefits

Salary Range: \$110,000 - \$125,000

We offer a comprehensive benefits package including extended health and dental coverage, a pension plan, paid time off, professional development support, and a mission-driven environment where your work creates lasting community impact.

Commitment to Equity, Diversity, and Inclusion

At Wavefront Centre, we believe accessibility begins with equity. We are an equal opportunity employer committed to building an inclusive, diverse, and supportive workplace. Accommodations and accessible formats for interviews are available upon request.

How To Apply

- Please email your cover letter and resume in PDF format to careers@wavefrontcentre.ca, along with a list of references. Include the job title in the subject line of your email.
- Only short-listed candidates will be contacted.

