



**The Prince Edward County Memorial Hospital Foundation (PECMHF)
is seeking a full-time EXECUTIVE DIRECTOR**

Anticipated start date: June 18, 2018

PECMHF serves a rural hospital for an island community of 24,000 with Prince Edward County Memorial Hospital being part of the Quinte Healthcare Corporation. We are currently undertaking a major Capital Campaign for a new hospital, along with our annual fund raising goals for new equipment.

The organization is looking for an Executive Director with demonstrated skills and experience for the following:

- Philanthropic fund development including annual and planned giving, major gifts and grant applications
- Administrative management including financials, staff and Board support, planning for equipment purchases and capital developments in conjunction with QHC and the Foundation Board
- Strategic planning in a team environment to manage public, community and media relationships and foster future fund raising success
- Significant community engagement and networking
- Telling our story in a compelling way that invites financial donations!

Qualifications:

- Minimum college diploma in a business or related field and/or professional fund raising designation
- Demonstrated progressive fund raising success (minimum five years)
- Proven ability to manage annual financial operations in excess of \$500, 000
- Strong written, verbal, technology and presentation skills
- Cumulative successful experience in leadership, negotiation and diplomacy
- Capital Campaign experience a definite asset

Salary commensurate with qualifications and experience. Candidates should indicate salary expectations in their application. Those selected for an interview will be required to make a three-minute presentation on Major Gift generation as part of the interview.

Visit www.pecmhf.ca for the full Job Description, our Strategic Plan and our Hospital Redevelopment story.

Resumes accepted in person or by mail at PECM Hospital Foundation office in the Prince Edward County Memorial Hospital, 403 Main St. E., Picton, ON, K0K 2T0, or e-mailed c/o bboyce@qhc.on.ca. **Deadline for applications: 4 P.M., April 16, 2018**