



Philanthropic Advisor – Full-time, Permanent
Location: Open nationwide in Canada except Quebec
Salary: \$80,000-85,000 (dependent on experience)

At MakeWay, we're dedicated to fostering positive change and empowering communities. As a leader in progressive, equity-advancing philanthropy, we're thrilled to introduce the new role of Philanthropic Advisor. This position is designed to strengthen our connections with Fund Advisors in our Donor and Community Advised Fund program. It offers a fantastic opportunity to enhance our impact and further our mission of creating a future where nature and communities thrive.

We're looking for a Philanthropic Advisor who's passionate about making a difference. Reporting to our Director of Philanthropic Services, this role involves engaging with both new and seasoned Fund Advisors to bring their philanthropic dreams to life. You'll build stronger connections with Fund Advisors and develop systems to help more funds reach the communities we serve.

We're big on learning and growing together, so you'll create a space for Fund Advisors to learn about emergent trends in the sector and how to advance collective wealth. You'll also work closely with our Manager of Philanthropic Services to grow the Philanthropic Advisory Services portfolio and build bridges between Fund Advisors and program staff to help fund an equitable future.

Sound like your kind of gig? Join us on this journey of transformation and be part of something truly special.

What You'll Do:

Fund Advisor Engagement

You will work very closely with new and existing Fund Advisors to:

- Spearhead strategic planning sessions with both new and established Fund Advisors, capturing their short and long-term goals and providing tailored support to help bring their visions to fruition.
- Collaborate closely with team members to devise effective relationship management strategies, identifying and cultivating new opportunities such as grant allocations and advisory service contracts.
- Take the lead in nurturing ongoing relationships and facilitating meaningful conversations with Fund Advisors, providing continuous support and guidance.
- Conduct annual review meetings with existing Fund Advisors to assess progress, strategize for the future, and adapt support services as necessary.
- Establish a community of learning and practice among Fund Advisors focused on modern approaches to philanthropy. This may include newsletters, webinars, or learning trips designed to foster learning and development on innovative philanthropic practices.

Systems Enhancement

As you build stronger connections with Fund Advisors, you'll gather a lot of valuable information. How can you document this information effectively to increase fund inflows into our Advised Fund program and out to community partners? You might explore ways to:

- Set up systems to collect detailed data on Fund Advisors and opportunities.
- Use existing smart tools to manage and organize information and documents efficiently.
- Work with internal teams and tools to extract and analyse data to guide our strategies.
- Develop steps to turn insights into actions that enhance engagement and fund distribution.

Philanthropic Advisory Services

In this role you will work with the Manager of Philanthropic Services to grow the portfolio of paid services contracts. Together you will:



- Find and grow opportunities for more advisory service contracts, using our expertise to meet changing philanthropic needs.
- Help fulfill service contracts by doing things like conducting research, managing granting docket, and creating tailored giving strategies.

Bridge Building

In this role, you will be a connector, building bridges between donor intentions and community needs. We will invite you to:

- Join meetings to familiarize yourself with the unique programs and projects happening across the organization.
- Understand where additional funding is needed across programs and projects.
- Build relationships between Fund Advisors and program staff to bridge funding opportunities.

Who You Are:

- **A Network Builder:** Develop strong formal and informal relationships within and outside the organization, establish and maintain robust networks, cultivate relationships across different functions and locations, and leverage relationships to share ideas, resources, and expertise.
- **A Strategic Thinker:** Anticipate future possibilities and translate them into impactful strategies, accurately forecast future trends and their implications, envision and propose future scenarios, and articulate credible visions and strategies that create sustainable value.
- **A Cultivator of Innovation:** Create new and better ways for the organization to succeed, generate useful ideas that are new, better, or unique, introduce new perspectives on problems, and develop innovative solutions.

Experience and Qualifications You Bring:

- Over six years in the philanthropic field with experience working with grantmakers, program leads, major donors, and nonprofits.
- Knowledge in social issues research, policy analysis, and program implementation.
- Strong networking and partnership development skills.
- Exceptional analytical, problem-solving, and organizational skills.
- Outstanding client relations, writing, and communication skills.
- Experienced in strategic planning, program design, and facilitation.
- Familiarity with family, multigenerational, or “Next Gen” philanthropy.
- Understanding of philanthropy trends and commitment to diverse, creative approaches.

It Would Be a Bonus if You Have:

- Strategic fundraising experience.
- Knowledge of innovative giving vehicles.
- Willingness to travel, stay flexible and a good sense of humour.

If you are interested in this role but are unsure if you qualify, send us your application anyway and tell us about why you can be a good fit for this position. We'd love to hear from you!

What We Offer:

- The opportunity to have a real impact on communities from coast to coast to coast.
- Full time annual salary of \$80,000-85,000 (dependent on experience you bring).
- Comprehensive employer-paid extended health, vision, and dental benefits package, including an annual \$300 Health Spending Account starting Day 1.
- Year-end RRSP contribution.
- Access to TELUS Health Employee Assistance Program.
- Four weeks' vacation plus statutory holidays. MakeWay has implemented a Substitution Statutory Holiday policy which allows employees the flexibility to substitute another day for a statutory



holiday. In addition, the MakeWay office is closed annually for a winter holiday break, Indigenous Peoples Day, and National Day for Truth and Reconciliation.

- 9-day summer fortnight program.
- Flexible work environment with remote working.
- An active Indigenous Employees Network.
- Committed colleagues and a culture of collaboration, caring, and learning.
- High level of responsibility and autonomy.
- Opportunities and support for professional growth, including an annual \$500 professional development fund.

How to Apply:

Please submit a resume and cover letter to careers@makeway.org. In your cover letter please share what makes you an ideal fit for this position and why you want to join the MakeWay Team.

MakeWay is strongly committed to equity and creating a diverse workplace community. We recognize that our recruiting and hiring processes are key to this commitment. We strive to reflect the diversity of our society on our teams and to provide a respectful workplace and equal working opportunities for all employees and applicants. We encourage all qualified applicants to apply. If you require accommodations or assistance at any point during the application or hiring process, please contact us at careers@makeway.org.

Our sincerest appreciation to all those expressing interest in the position, however, only those applicants invited for an interview will be contacted. Thank you!