



# Responsible for donations and fundraising

Tasks include :

- Organize a fundraising event during the summer;
- Receive and manage donations from individuals;
- Draw in, establish and develop relationships with existing and new donor companies to obtain long-term donations;
- Responsible for certain fundraising strategies and activities;
- Develop and coordinate fundraising online.

As an ideal candidate for this position, you:

- Demonstrate written and verbal skills in English and French (required) \*
- Have the ability to objectively assess situations, make informed decisions and ensure appropriate follow-up;
- Demonstrate strong interpersonal and communication skills (verbal and written);
- Work with empathy, enthusiasm and without judgement;
- Are flexible in a fast-paced work environment and can perform multiple tasks;
- Have the ability to work as a team and independently;
- Are known for your creative spirit, your autonomy, your sense of organization and your ability to communicate in a clear and tailored way to different types of audiences;
- Understand the stakes about women and you are very interested in fighting violence against women;
- Respect and maintain the confidentiality of residents and the shelter.

Candidates must be available to work on days, evenings and weekends.