

Individual Giving Manager

At Tearfund Canada, we believe everyone should have the opportunity to live a life free from poverty and full of hope and purpose. We believe that poverty is more than physical; it is spiritual. As a Christian Relief and Development agency, our work focuses on restoring four broken relationships at the root of poverty and to bring restoration to those living in poverty and need.

Working alongside local churches and trusted partners around the world, we support communities as they pursue lasting change. None of this would be possible without the generosity and faithfulness of our donors.

That's where **you** come in.

The Opportunity

The Individual Giving Manager is responsible for developing and implementing strategies to increase financial support from individual donors, focusing on acquisition, retention, and cultivation. This role involves managing donor portfolios, planning and executing fundraising strategies and campaigns, analyzing data to improve strategies, and working with internal teams to achieve fundraising goals.

Position Profile

Position:	Individual Giving Manager
Reports to:	Director of Philanthropy
Relationships:	This position has no direct reports. Within the organization, the position has key relationships with the Director of Philanthropy, the Marketing and Communications Manager, the Church and Legacy Giving Manager, Development Coordinator, and program staff. Outside Tearfund, the position coordinates with members of the Board of Directors, outside agencies, volunteers, and donors.
Location:	Hybrid- GTA
Position Type:	Part-time (0.6 FTE) contract, 18 months
Start date:	Summer 2026
Benefits:	Comprehensive benefits plan and 5% matching RRSP
Travel requirements:	10-25 days of travel annually

The Kind of Person Who Thrives Here

You might be a great fit if you:

- Care deeply about people and enjoy helping others
- Enjoy integrating your Christian faith into your daily work
- Appreciate the role generosity plays in creating meaningful change
- Want your work to contribute to something bigger than yourself

Overview of Activities

Individual Giving (70%)

- Build and execute a plan for individual annual donors working alongside the marketing and communications team, Director of Philanthropy and agencies utilizing print and digital to raise significant funds with measurable KPIs.
- Build and execute middle and monthly donor giving campaigns ensuring donors are retained and upgraded in their giving with measurable KPIs.
- Manage a portfolio of donors mainly in the GTA with particular focus on the significant number of donors from the Asian community in the area
- Significantly grow revenue from annual, middle (\$1,500 – \$4,999) and monthly donor campaigns through various platforms (mail, web, calling etc.).
- Ensure an active pipeline of donors by working closely with other Philanthropy team members to identify and retain prospects from weekly gift reports; using criteria to mine the database to uncover prospects; reviewing donor lists; and using other strategies and resources to identify potential donors; assigning actions and constituents when necessary.
- Use AI and various software applications ethically and effectively to uncover prospects and amplify philanthropy activities.
- In concert with the Director and the Philanthropy team, track progress to ensure targets are met, and re-examine strategies to achieve goals.
- Support the growth of Tearfund's top-of-the-funnel lead generation and acquisition of new donors.
- Convert one-time donors into monthly donors and long-term partners.
- Monitor sector trends in individual giving and make recommendations to ensure sustainability and continuous improvement of the program.
- Assist with the development of workflows, queries and reporting within the CRM (currently RE NXT soon to be DonorPerfect).
- Utilize our CRM to analyze data, undertake trends mapping, oversee data integrity and CRA and PIPEDA compliance.

Stewardship (20%)

- Alongside the Director of Philanthropy develop and manage donor stewardship, ensuring experiences that foster long-term engagement and increase the lifetime value of donors.
- Develop methods to convey the impact of gifts and ensure donors are kept up to date on Tearfund.
- Set and meet goals for several donor touchpoints annually.

Administration (10%)

- Maintain accurate and updated records related to your portfolio in the donor database (Raiser's Edge NXT, transitioning to Donor Perfect) .
- Enter contact reports and ensure next steps are scheduled. Enter capacity ratings based on research, prioritize prospects, and assign actions as appropriate.
- Run reports and analyze data when necessary.
- Create reports that reflect portfolio activity and progress toward achieving goals.
- Lead Philanthropy projects from start to finish within given budgets and timelines.
- Manage a company credit card and submit expense reports according to the reporting schedule.
- Other duties as required and assigned.

Qualifications

- 5 years of experience in a not-for-profit development role with a demonstrated track record of meeting fundraising goals.
- Post-secondary education in communications, nonprofit management, public policy, or a related field or equivalent professional experience.
- Experience working with CRM databases preferably DonorPerfect.
- Experience working in a cross-cultural environment.
- Experience with not-for-profit grant writing and individual giving programs.
- Proven experience in event planning and donor management.
- Preference will be given to candidates with established networks and experience engaging Asian donors in philanthropic and fundraising initiatives.

General

- *Passion.* Fully aligned with the Mission, Vision, and Core Values of Tearfund Canada. Concern for and interest in issues of the church, poverty, food security, and social justice
- *Loves the Church.* An open-minded, ecumenical spirit is comfortable in diverse theological and congregational settings with an understanding of Canadian, local church realities and structures. An active member of a local church. Possession of a Christian clergy license and/or ordination status would be an asset but not required.
- *Communication.* Exceptional track record of speaking (including preaching), written communication, and casting vision in a compelling, relevant manner with larger audiences and smaller groups. Great sense of humour.
- *Relationship Building.* A high degree of emotional intelligence. Ready and seeking to build and maintain relationships with a wide range of people, from Pastors to farmers, business people to students
- *Loves to raise funds for the cause.* Report writing, grant applications and presentation prep with the team brings joy.
- *Organization/Project Management.* Determine strategies to move projects forward, set goals and focus on priorities, create and implement action plans, document, evaluate, and learn. Seeks clarification when unsure of expectations
- *Hustle/Persistence.* Highly motivated with a positive attitude.
- *Technical Prowess.* Tearfund is cloud-based. Digital communications, tracking, and tools are the norm. Experience with Raiser's Edge, customer management systems, or other database systems is part of everyday life.
- *Loves travel and new relationships—willingness* to travel extensively across Canada and, on occasion, internationally. Possess a valid driver's license and access to a car for travel.

Application

If this role sounds like something you'd enjoy, we'd love to hear from you. Please submit your resume and cover letter outlining your interest in the role and your alignment with the Values, Mission, and Vision of Tearfund Canada to hr@tearfund.ca. Submit by 11:59pm on July 5, 2026.