

## Job Title: Director of Business Development and Partnerships

CanAssist is seeking an innovative and results-driven Director of Business Development and Partnerships to lead our efforts in securing diverse funding and collaborative partnerships. As a key member of our executive team, you'll collaborate with leadership to develop and execute sustainable revenue strategies and drive program growth. You'll lead efforts to identify new revenue opportunities, manage key relationships, and ensure alignment with CanAssist's mission. This is a unique opportunity to make a meaningful impact. Help shape the future of CanAssist!

### Key Information:

**Reports to:** Executive Director

**Employment Type:** Full-time/Exempt/ Contract based until March 2026, with potential for further contracts.

**Location:** Victoria, BC, Canada – Hybrid.

**Team:** Executive Team

**Compensation and Benefits:** 110k – 120k / year - 25 vacation days

**Closing Date:** April 25<sup>th</sup>, 2025. Please note that positions will close at 4 p.m. on the closing date.

**Start Date:** Two weeks after offer.

**Questions:** [carolinacortes@uvic.ca](mailto:carolinacortes@uvic.ca)

### What does the Director of Business Development and Partnerships do?

#### Revenue Generation & Funding Strategy

- Collaborate with the Executive Director and Director of Finance and Employment Programs to develop and implement diverse funding strategies, sponsorships, and revenue-generating programs.
- Identify and secure new revenue opportunities that align with CanAssist's mission and long-term sustainability.
- Innovate new ways to increase financial stability and funding impact.
- In partnership with the Executive Director, ensure funding efforts align with organizational goals.

### **Building Partnerships**

- Develop partnerships with guidance from the Executive Director to support revenue growth and program expansion.
- Build and maintain strong relationships with funders, businesses, government agencies, not for profits and key stakeholders to generate partnership opportunities.
- Monitor and assess partnerships to ensure alignment with CanAssist’s strategic priorities.

### **Strategic Vision and Program Development**

- Work closely with the Executive Director to turn CanAssist’s vision into clear plans that drive funding growth and program expansion.
- Set goals and strategies for revenue generation and program development.
- Track progress, analyze results, and adjust strategies based on market trends and performance data.

### **Leading Staff and Programs**

- Provide strategic leadership and oversight to specific CanAssist programs, ensuring high quality service delivery and alignment with organizational goals.
- Directly supervise team members supporting the Development department and program implementation, offering guidance, mentorship, and performance feedback.
- Foster collaboration and coordination across programs to enhance impact and efficiency
- Support operational planning, evaluation, and continuous improvement within supervised programs.
- Help staff grow through coaching, performance feedback, and professional development.
- Oversee operational risks to ensure ethical and sustainable organizational practices.

### **Achieving Results**

- Work with the Executive Director to set clear funding and program development goals, allocate resources effectively, and track progress.
- Use data to drive financial decisions and improve sustainability.
- Promote accountability and high performance by regularly evaluating and refining strategies.

### **Decision-Making and Judgment**

- Partner with the Executive Director to assess financial risks and opportunities using data.
- Ensure collaboration across teams to make informed decisions about funding and program growth.
- Maintain transparency, accountability, and alignment with CanAssist’s mission in all strategic decisions.

### **What makes a great Director of Business Development and Partnerships at CanAssist?**

#### **Sector Experience & Industry Knowledge**

- Bring a deep understanding of the sectors CanAssist operates in, including the nonprofit sector, healthcare, social services, and assistive technology development.
- Demonstrate knowledge of government funding structures and policies at both the provincial and federal levels, including experience securing grants and navigating regulatory frameworks.
- Leverage expertise in the not-for-profit world, fostering collaborations with government agencies, healthcare institutions, and community organizations to drive funding and program success.

### **Team Leadership and Positive Workplace Culture**

- With the Executive Director create a motivated and effective team.
- Encourage teamwork and innovation while supporting a positive work environment.
- Promote emotional intelligence across teams to strengthen leadership and collaboration.
- Support staff well-being through mentorship, recognition, and growth opportunities.

### **Driving Innovation and Managing Change**

- Work with the Executive Director to align funding and program development with CanAssist's long-term goals.
- Support change management efforts to ensure smooth transitions and team buy-in.
- Develop practical solutions to grow funding and improve program impact.

### **Acting with Integrity and Respect**

- Ensure all funding and program efforts reflect CanAssist's values.
- Promote accountability and responsible financial practices.
- Foster a workplace culture of transparency, and trust, embracing a feedback culture.

### **Building Organizational Impact**

- Lead strategic projects that strengthen CanAssist's financial growth and community reach.
- Work with partners and community to boost visibility and impact.
- Ensure different teams are working together efficiently to achieve shared goals.

### **Education and Experience**

- Degree in business, nonprofit management, finance, or a related field. Equivalent Experience considered.
- Strong leadership experience in developing and implementing revenue streams, program development, and financial strategy.
- Expertise in growing funding sources, building partnerships, and driving organizational growth.
- Commitment to ongoing learning.

- Experience with populations CanAssist works with

## **About CanAssist**

CanAssist supports people who experience barriers to full and equal participation in society, recognizing that people live with disabilities and other challenges that are not inherent limitations but created through the interaction between systemic barriers and their individual challenges.

As a convener, CanAssist integrates diverse disciplines, UVic's research, and its own expertise to develop innovative solutions for people of all ages and identities. Our work ranges from direct individual and community support to scaling impact through our programs that involve policy, practices, technologies, community engagement, and transformative change —expanding our reach from local communities to provincial, national, and striving to reach international levels.

## **Why Join CanAssist?**

- Opportunity to lead innovative funding strategies that directly impact people with disabilities and other challenges.
- Awesome employees! Ask anyone at CanAssist and they'll likely say they work here because of the mission and the community.
- A collaborative, mission-driven work environment that values creativity and initiative.
- Competitive salary and benefits package.

## **Additional Information**

A criminal and vulnerable sector background check is required from all employees. Applicants must have legal authorization to work in Canada.

Equity and Diversity Statement: UVic is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity. Read our full equity statement here: [www.uvic.ca/equitystatement](http://www.uvic.ca/equitystatement).

Accessibility Statement: If you anticipate needing accommodations for any part of the application and hiring process contact: [canassistadmin@uvic.ca](mailto:canassistadmin@uvic.ca). Any personal information provided will be maintained in confidence.

## How to Apply

It's super easy! Just click [here](#) and answer a few simple questions to help our hiring committee learn more about you. Please have your resume in PDF format ready to upload.

## Territory Acknowledgement

We acknowledge and respect the Ləkʷəŋən (Songhees and Xʷsepsəm/Esquimalt) Peoples on whose territory the university stands, and the Ləkʷəŋən and WSÁNEĆ Peoples whose historical relationships with the land continue to this day.