



## Terms of Reference

### Manager, Supporter Engagement

#### About AKFC

Aga Khan Foundation Canada (AKFC) is an international development organization and registered charity. AKFC partners with communities, businesses, and governments to find innovative, lasting solutions to promote inclusive development. Working in Africa and Asia, the Foundation invests in local institutions and systems that anchor progress over the long term. In Canada, AKFC mobilizes funding and expertise, and promotes awareness of global issues. AKFC is an agency of the Aga Khan Development Network, one of the world's most comprehensive development organizations. Since 1980, AKFC has helped millions unlock their own potential to build a better life.

#### Position Summary

The Public Engagement and Resource Mobilization (PERM) team at AKFC is multi-faceted and dynamic. It is made up of highly motivated professionals, whose responsibilities include: the development and execution of public engagement initiatives; the mobilization of financial resources from Canadian individuals and corporations; the management of corporate communications; collaboration with the AKDN and its agencies; volunteer engagement; and the stewarding of relationships with government partners and other institutions.

As the Manager of Supporter Engagement, you will be equal parts relationship builder and strategist, playing a pivotal role on our Resource Mobilization team. In this role, you will foster, forge, and elevate partnerships that drive revenue generation and support AKFC's ambitious fundraising objectives.

With the key focus on relationships, you will develop and implement strategies to recruit, retain and steward teams, sponsors and partners in fundraising initiatives. Included in this is a focus on national corporate sponsorships for our flagship World Partnership campaigns. This role will focus on the key growth audiences to increase engagement from key stakeholders.

We're looking for someone with a talent for creative strategy and a proven track record in cultivating and managing relationships with corporate and community partners that encompass sponsorship, corporate social responsibility, cause marketing, and employee engagement. In addition to taking a proactive approach to researching, securing, and nurturing new partnerships, you'll collaborate closely with volunteer teams, leveraging their networks and building our supporter base.



You will lead the creation of long-term partnerships, build innovative fundraising opportunities, and cultivate a robust portfolio that generates revenue growth. If you're passionate about driving meaningful global change through strategy and creative collaboration, we want to hear from you.

This full-time role reports to the Senior Manager of Resource Mobilization and manages one direct support.

The role is ideally based in Ottawa and some in-office work is required, determined in consultation with supervisors and AKFC's flexible work policy. Remote work will be considered.

The starting salary range is between \$84,000 and \$89,000, alongside a competitive benefits package.

## Responsibilities

- Raise awareness, understanding, and support for AKFC's important domestic and global program mandates, and activities with corporate and community partners and champions.
- Build, maintain, and strengthen relationships with current and prospective corporate and community partners ensuring a high level of satisfaction and engagement.
- Design and manage corporate employee engagement programs, offering meaningful experiences and opportunities for involvement in fundraising.
- Implement cause and social marketing opportunities that increase revenue generation and align corporate partners' objectives with AKFC's mission.
- Deliver innovative and customized options for engagement in AKFC fundraising campaigns.
- Create compelling sponsorship proposals, lead negotiations, and secure agreements that meet or exceed revenue targets.
- Set goals, objectives, and action steps to deliver year-round engagement, while utilizing internal data and reports to inform and adjust strategies to meet fundraising outcomes.
- Work closely with the PERM team to integrate corporate partnership opportunities into public engagement campaigns, digital advertising, and education initiatives, ensuring seamless collaboration across teams.
- Collaborate with World Partnership volunteer teams to foster corporate and community involvement in events and initiatives.



- Support the Resource Mobilization team with initiatives to increase engagement from stakeholders

## Qualifications

- Bachelor's degree in a relevant discipline,
- Minimum of 6 years of experience in fundraising, or business development, preferably within the non-profit sector.
- Demonstrated success in securing and managing corporate and community partnerships and relationships with a track record of achieving or exceeding revenue targets.
- Strong creative and strategic thinking skills
- Excellent relationship management skills, with the ability to engage and influence senior-level corporate partners and work effectively with volunteers
- Exceptional communication and presentation skills, both written and verbal. French is an asset.
- Familiarity with or a strong understanding of peer-to-peer fundraising
- Proficiency in CRM systems, Microsoft Office Suite, Salesforce, Funraisin, and other relevant tools.
- Ability to work collaboratively and independently as part of a multidisciplinary team, contributing ideas, sharing expertise, and supporting colleagues to achieve common goals.
- Knowledge of current trends in corporate social responsibility and cause marketing is a plus.
- Execute duties while upholding AKFC's commitments to safeguarding, diversity, equity, and inclusion.
- Genuine interest in and commitment to international development issues, with a desire to make a positive impact and drive social change.
- Ability to travel within Canada, and work on evenings and weekends as required.

## Apply

Qualified applicants should submit a cover letter, and resume via email to [akfc.hr@akdn.org](mailto:akfc.hr@akdn.org) indicating "Manager, Supporter Engagement" in the subject line. Applications will be reviewed on an ongoing basis. Short-listed candidates will be invited for an interview and asked to complete a written assignment and submit to a background check.



**Deadline for submissions:** August 23, 2026,

*Only shortlisted candidates will be contacted. Applications will be reviewed on an ongoing basis. Please note that applicants must be eligible to work in Canada.*

*AKFC is committed to advancing gender equality and inclusion through our programming and operations in Canada and overseas. AKFC requires all employees to review and abide by the AKFC Gender Equality Policy.*

*AKFC recognizes the importance of safeguarding and is committed to ensuring it manages a wide range of risks such that beneficiaries, staff, other associates and the organization as a whole are kept safe from harm.*

*AKFC welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.*

*AKFC does not use artificial intelligence tools to assess or select candidates during the recruitment process. All application reviews and hiring decisions are conducted by selection committee. AI tools may be used in drafting communications, editing or interview question sourcing from time to time.*