



## EXECUTIVE BRIEF



Fondation  
Rideau Hall  
Foundation

# CHIEF PHILANTHROPY OFFICER



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### FOR MORE INFORMATION

KCI Search + Talent has been retained to conduct this search on behalf of the Rideau Hall Foundation. For more information about this opportunity, please contact Sylvie Battisti, Senior Vice President, KCI Search + Talent by email at [RHF@kci talent.com](mailto:RHF@kci talent.com)

Interested candidates should send their resume and a letter of interest to the email address listed above by **September 27, 2024**. All inquiries and applications will be held in strict confidence.

The hiring salary range for this position is **\$165,000 to \$180,000** and the Rideau Hall Foundation offers a comprehensive and competitive benefits package.

The Rideau Hall Foundation is an equal opportunity employer. We strongly encourage applications from all qualified candidates, including those who are Indigenous, Black, racialized, LGBTQ2S+, women, persons with disabilities, members of visible minorities and other equity-seeking groups. We seek to build a workforce that reflects the communities we serve.

Accommodations are available on request for candidates taking part in all stages of the selection process. If you require any accommodations, please notify the KCI Search Consultant.





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## Chief Philanthropy Officer

### THE OPPORTUNITY

The Rideau Hall Foundation (RHF) is seeking a highly strategic, driven and accomplished senior fundraising leader for the newly created role of **Chief Philanthropy Officer (CPO)**.

Reporting directly to the President & Chief Executive Officer, the Chief Philanthropy Officer is a key thought leader on the senior management team and the senior development executive accountable for transformational, major, corporate and legacy giving to the organization.

A primary focus for the Chief Philanthropy Officer will be the development and implementation of strategic and business plans related to revenue growth to support RHF's impact strategies, including oversight of a comprehensive campaign to realize opportunities for thousands of Canadians into the future.

This will be done in partnership with the RHF Board of Directors, comprised of well-networked and highly engaged senior leaders from across the country, and the Philanthropy team of 6. The new CPO will have the unique opportunity to bring the campaign across the finish line, and to celebrate the historic and transformative impact this will have in creating opportunities and connecting communities across the country. With a focus on continuous improvement, the ideal candidate will be a creative and flexible leader who can manage complexity and ambiguity.

As an energetic, professional, and proactive senior fundraiser, the Chief Philanthropy Officer will bring strong fundraising abilities, in addition to proven experience building and leading high-performing philanthropy/development teams. The successful candidate will be a highly skilled relationship builder and communicator who can excite donors, volunteers, and staff, fully engaging them in the initiatives of the Rideau Hall Foundation to connect, honour and inspire Canadians around RHF's aspirational nation-building mission.

This role can be performed remotely from Ottawa or the Greater Toronto Area. Additionally, this position will require regular travel to meet with staff, donors, partners, and volunteer leaders across the country.



## ABOUT THE RIDEAU HALL FOUNDATION

Established in 2012, the Rideau Hall Foundation (RHF) is a non-partisan national charitable organization that amplifies and supports the past, present and future impact of Canada's Governor General, and seeks to engage all Canadians in the core elements of Canadian democracy. By working in partnership, the RHF celebrates excellence while creating opportunities and connecting communities, all towards the shared purpose of a better Canada.

### RHF IMPACT: INSPIRING EXCELLENCE COAST TO COAST TO COAST

In collaboration with visionary donors and partners, the Rideau Hall Foundation has evolved to be a dynamic, agile leader in the charitable sector, a national organization focused on building a better Canada through national programs with local impact.

The work of the Rideau Hall Foundation is built upon four themes that contribute to a stronger Canada: **Learning, Innovation, Leadership, and Community-building**. Among others, programs include the following key initiatives aimed at growing Canada's innovation culture; championing learning equity and excellence; and increasing participation rates in civic life:



- + **2,700 Queen Elizabeth Scholarships:** **650** partner organizations engaged (universities, NGOs, research institutes); **47** Canadian universities participated.
- + **Catapult Canada:** Engaged **109,000** youth in 3 years, working with more than **82** youth-serving organizations.
- + **Canadian Innovation Week:** **121,000** engagements, **more than 10,000** contributors
- + **Governor General Innovation Awards:** **54** Laureates, **68** nominating partners
- + **Michener Awards for Meritorious Public Service Journalism:** **100+** prizes and fellowships
- + **Arctic Inspiration Prize, Managing Partner:** Supported **66** project teams across Yukon, NWT, Nunavut, Nunavik, and Nunatsiavut, benefitting **>10,000** Northerners and their communities.

*"The founding purpose of the Rideau Hall Foundation holds as true today as it did a decade ago: mobilizing ideas, people and resources across the country to tap into our national spirit and to help realize our shared ambition."*

The Rt. Hon. David Johnston, Founder of the RHF and Canada's 28th Governor General

### RHF's 2023-2028 Strategic Plan – Creating Opportunities, Connecting Communities

- + **Deepening the country's trust in and understanding of Canada's public institutions.** The RHF will seek to address the current democratic deficit and build greater awareness of and engagement with Canada's democratic institutions as a source of national pride.



- + **Ensuring Canada’s learning landscape is characterized by equality of opportunity and excellence.** While many young Canadians receive an education beyond high school, significant gaps persist in the post-secondary participation and attainment rates of many young people, including those with a lower family income, those living in rural areas, some visible minority groups, and Indigenous youth. The RHF will invest in programs and partnerships where Canadians can chart their own learning and career pathways and reach their fullest potential.
- + **Making Canadian innovation contagious and inevitable.** The RHF is committed to celebrating Canadian innovation success stories, both national and locally relevant, in a broad and inclusive manner, and to inspiring the next generation of dreamers and doers. We believe stories are critical, but alone they are not enough. Celebrating Canadian excellence in innovation needs to be paired with real financial resourcing, the right tools and mentorship, and material connections for innovators across sectors, regions, and stages. For the RHF, innovation is about doing things better for positive results: a topic of relevance to all Canadians, of all ages, in every sector.
- + **Strengthening civil society and Canada’s culture of volunteerism.** The RHF will strive to encourage all Canadians to become active in strengthening community, through volunteering and mentoring; getting involved in public life; and by ensuring the health and vibrancy of Canadian civil society.



## REALIZE AMBITION – A CAMPAIGN FOR CANADIAN POTENTIAL

With visionary investments from Canada’s business leaders and philanthropists, the RHF has leveraged funding over the last decade from a variety of sectors. Over the next 5 years, we will redouble our efforts and investment.

Realize Ambition is a \$125 million national campaign to accelerate our collective ambition to connect and empower people, causes, and organizations who share a common belief in, and commitment to, a better Canada.

This national campaign is anchored in core values and objectives from the RHF’s 2023-2028 Strategic Plan – Creating Opportunities, Connecting Communities – and will accelerate the achievement and scale of priorities in support of a better Canada.

## Campaign Priority Areas

<b>REALIZE AMBITION CAMPAIGN</b>	<b>+</b> Accelerating Equality of Opportunity & Excellence In Learning	<b>\$48M</b>
	<b>+</b> Making Canadian Innovation Inevitable	<b>\$30M</b>
	<b>+</b> Nurturing Trusted Leadership in Democratic Institutions & Civil Society	<b>\$37M</b>
	<b>+</b> Solidifying RHF Capacity for Impact & Sustainability	<b>\$10M</b>

## ADDITIONAL INFORMATION

[Rideau Hall Foundation](#)  
[About RHF](#)  
[Programs](#)  
[Community](#)  
[Impact](#)

[Timeline](#)  
[Leadership Team](#)  
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[Annual Reports & Financial Statements](#)

## BOARD OF DIRECTORS

**The Right Honourable David Johnston**, Chair  
**Dr. Huguette Labelle**, Vice Chair  
**The Honourable Rosalie Abella**  
**Zeba Ahmad**  
**Dominic Barton**  
**James Baxter**  
**Norie Campbell**  
**Dr. Elizabeth Cannon**  
**Mark Carney**  
**The Honourable Jean Charest**  
**Mark Cullen**  
**Paul Davidson**  
**The Honourable Elizabeth Dowdeswell**  
**Dr. Paul C. Genest**

**Anne-Marie Hubert**  
**Roberta Jamieson**  
**Hélène Laurendeau**  
**V. Paul Lee**  
**The Honourable John Manley**  
**John Montalbano**  
**Natan Obed**  
**Louie Porta**  
**Stephen Smith**  
**Abdullah Snobar**  
**Malik Talib**  
**Dr. Annette Trimbee**  
**Stephen Wallace**



## KEY DUTIES AND RESPONSIBILITIES

### Strategy and long-term planning

- + Develop, ensure implementation, and monitor program plans aligned with departmental plans to meet annual and long-term strategic organizational objectives.
- + Responsible for research, analysis, and development of strategic recommendations for the Board, its Committees, the CEO, and leadership team.
- + Responsible for the development of organization-wide policies, objectives and strategies related to fundraising activities.

### Fundraising and Finance

- + Serve as the primary driver of transformational donor relationship development.
- + Oversee implementation of comprehensive campaign including effective stewardship of campaign cabinet.
- + Participate in major individual, foundation, and corporate relationship development in order to strengthen long-term relationships and partnerships, and to drive increased donations and voluntarism.
- + Support the senior team in developing an annual budget and business plans to achieve the program objectives, assessing progress, and recommending/implementing appropriate changes as needed.
- + Provide oversight to the development of effective marketing-communication strategies and channels related to all donor stakeholder groups.
- + In collaboration with IT, ensure maintenance and upgrading of fundraising and donor stewardship-related IT systems.
- + Responsible for ensuring internal controls, quality outcomes, and robust processes and systems in areas of responsibility.

### Risk and Compliance

- + Ensure compliance with all relevant regulatory bodies.
- + Develop, recommend, implement and monitor risk management systems to ensure the integrity of fundraising practices and compliance with the expectations of funders.
- + Identify and manage risks through appropriate risk mitigation strategies.
- + In conjunction with senior leaders, evaluate organizational financial risks and estimate probability and impact.
- + Responsible for meeting all regulatory and funding agreement reporting deadlines.

### Governance

- + Attend and report at RHF Board meetings with relevant committee chairs, currently the Development Committee.
- + Serve as staff lead for relevant board committees including driving the relationship, acting as a partner to the Chairs and committee workplan and meeting preparation.
- + Provide insightful and proactive analysis to the CEO and the Board.
- + Assist in preparation of Committee and Board Reports including statistical and narrative reports.
- + Review and update policy and procedure documentation in areas involving fundraising and development.

### People Leadership

- + Provide leadership and strategic direction to the RHF's Philanthropy team, ensuring effective training, management, evaluation, and support for professional development and job satisfaction.
- + Foster an open, diverse culture that promotes regular and timely feedback, coaching and active development, ensuring staff understand how their individual priorities contribute to those of the greater department and organizational objectives.
- + Develop and maintain effective relationships with a broad range of external stakeholders, including working closely with the CEO and leadership team.



## QUALIFICATIONS AND COMPETENCIES

### Knowledge, Skills and Abilities

- + Reputation for a high degree of integrity and trustworthiness and exemplary judgement.
- + Highly organized and accurate with excellent attention to detail and demonstrated ability to solve problems and manage a variety of complex projects concurrently to a high standard of excellence.
- + Superior management skills with proven experience building, mentoring, coaching and leading high performing and engaged teams.
- + Extensive knowledge of fundraising trends, methods and principles and significant experience leading large-scale fundraising programs, including major, planned, and annual activities.
- + Ability to design and implement complex gift structures.
- + Excellent relationship-building and interpersonal skills, proven ability to engage, inspire, build and sustain strong collaborative working relationships within the Foundation and with the RHF's key stakeholders including the Board of Directors and senior volunteers, as well as with existing and prospective donors.
- + Exceptionally strong written and verbal communication, a persuasive, credible, and polished communicator with the proven ability to effectively and passionately communicate with a wide variety of audiences both orally and in writing.
- + A passion for Canada, community-building and RHF's important and aspirational nation-building mission.
- + Subject matter expertise with national reach of the Canadian charitable, philanthropic and not-for-profit sector and regulatory environment.
- + Ability to operate and thrive in a collaborative environment.
- + A commitment to and demonstrable record advancing equity, diversity, inclusion, belonging.
- + Solid overall business acumen and analytical skills.
- + High energy, enthusiasm and a demonstrated ability to work effectively under pressure.
- + Creative, flexible and able to handle complexity and ambiguity.
- + Results-driven, hard-working and always focused on continuous improvement.

### Education and Work Experience

- + A minimum of 8 years of progressive leadership experience in philanthropy.
- + A master's degree or a combination of relevant training, education and experience.
- + Demonstrated skills and success leading a comparable development program portfolio, preferably one that is broad and national in scope with multiple projects to administer and deliver.
- + Significant progressive management experience and proven experience in a senior leadership role with a primary responsibility for fundraising and donor relationship development.
- + Experience in the successful execution of complex fundraising campaigns.
- + Demonstrated track-record of cultivating, soliciting and stewarding individual, corporate and foundation gifts, ideally at the 7-figure level or higher.
- + Proven expertise in building capacity, managing, coaching and motivating staff and volunteer leaders for success.
- + Commitment to quality programs and excellence in organizational and project management with the ability to achieve strategic objectives and manage a budget.

### Behavioural Competencies

- + Exceptional service orientation skills.
- + Strong influence and persuasion skills.
- + Entrepreneurial drive.
- + Flexibility/Adaptability to change.
- + Cultural competence.
- + Diplomacy and exceptional judgment.
- + Integrity and high ethical standards.

### Working Conditions / Physical Requirements

- + Flexibility to work select evenings and weekends as required.
- + Available for regular travel across Canada.





## BIOGRAPHIES

### **Teresa Marques, President and Chief Executive Officer**



Teresa is an established senior executive, thought leader, and educator in the non-profit sector. She leads the Rideau Hall Foundation, an independent charity established by the Right Honourable David Johnston. The RHF's vision is a better Canada, and it works to address key challenges facing the country in the areas of learning equity, creating a culture of innovation, leadership development, and the promotion of giving and volunteerism. Teresa has significant experience in people management, stakeholder engagement, major-gift fundraising and financial stewardship. She is a

sought-after public speaker and frequent media commentator on Canadian philanthropy, giving patterns, and non-profit sector management issues.

She is an instructor at Toronto Metropolitan University's G. Raymond Chang School for Continuing Education and holds degrees in Canadian history from the University of Ottawa and York University, and a post-graduate certificate from Dalhousie University's School of Continuing Education, with a focus on non-profit governance. In 2022, she was named one of the inaugural winners of DMZ's Women of the Year award.

Teresa's volunteer service has focused on community development and education issues and she has served on numerous local and national boards of directors. Her current and previous directorships include Philanthropic Foundations of Canada, the National Theatre School, AFP Ottawa, Family Services Toronto, and Working Women Community Centre. She is interested in how giving patterns and attitudes towards philanthropy in Canada are changing. She is seeking to drive social change while strengthening the non-profit sector and civil society more broadly.

### **The Right Honourable David Johnston, Chair of the Rideau Hall Foundation Board**



The Right Honourable David Johnston was Canada's 28th Governor General. During his mandate, he established the Rideau Hall Foundation, a registered charity that supports and amplifies the office of the Governor General in its work to connect, honour and inspire Canadians.

Today, he is actively involved as Chair of the RHF Board of Directors. In 2018, he was appointed Colonel to the Royal Canadian Regiment. Prior to his installation as Governor General, Mr. Johnston was a professor of law for 45 years and served as President of the University of Waterloo for 2 terms,

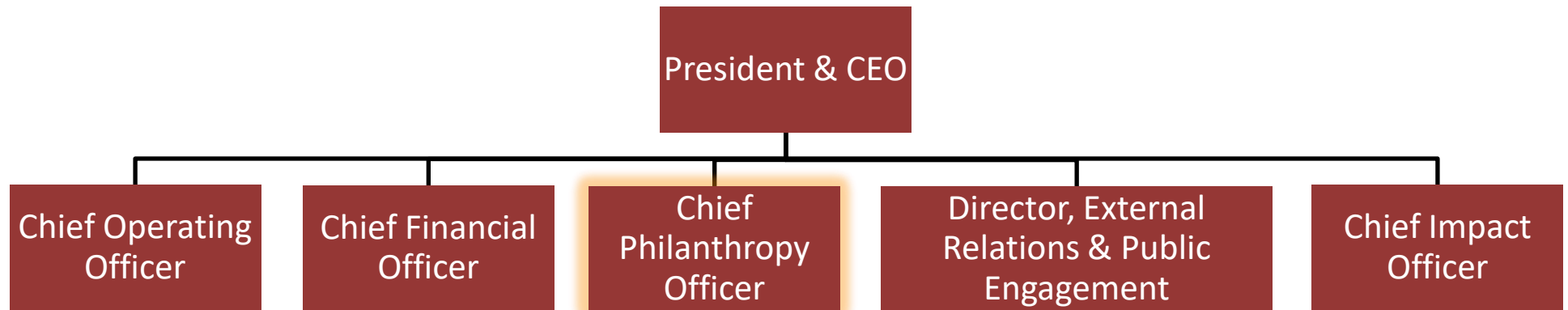
Principal of McGill University for 3 terms. He was President of the Association of Universities and Colleges of Canada and of the Conférence des recteurs et des principaux des universités du Québec.

He was the first non-U.S. citizen to be elected chair at Harvard University's Board of Overseers from which he graduated in 1963 magna cum laude and was twice named all-American in hockey and was named to Harvard's Athletic Hall of Fame.

He holds degrees from Harvard, Cambridge and Queen's and has received more than three dozen honorary degrees or fellowships. He has authored or co-authored more than 30 books. He was named companion of the Order of Canada in 1997. He has chaired or served on many provincial and federal task forces and committees, and has served on the board of more than a dozen public companies. He has been married for 59 years to Sharon and they have five daughters and 14 grandchildren.



## Rideau Hall Foundation – ORGANIZATION CHART – Executive Team



## Rideau Hall Foundation – ORGANIZATION CHART – Philanthropy Team

