The District Municipality of Muskoka is currently recruiting for a

Fundraising Campaign Lead

Posting Date: Wednesday, October 21, 2026
Closing Date: Wednesday, November 4, 2026 @ 12:00 NOON
Starting Rate: $89,974 annually
Salary Range: $89,974 - $105,257 annually
Hours of Work: 37.50 hours per week
Location: Fairvern Long-Term Care Home & Pines Long-Term Care Home (Huntsville & Bracebridge)
Classification: Non-union, Class NU6
Status: Temporary full-time (up to 18 months)
Hybrid: Eligible

This job posting is for an existing vacancy. This is a new position within the organization.

The District:

Muskoka is a great place to live and play, and the District is a four-season municipality passionate about protecting, servicing and caring for this community. We have opportunities that will allow you to learn, grow and build your career amongst other ambitious leaders and innovators. We offer a competitive compensation package and are committed to promoting diversity, accessibility and inclusion. **It's what we do!**

The Opportunity:

The Fundraising Campaign Lead is responsible the fundraising campaign for the specified long-term care home, advancing donor engagement, campaign planning, donation administration, reporting, and stewardship in collaboration with Long-Term Care leadership, Finance, and other internal partners.

This is a unique opportunity for a forward-thinking change leader to help shape Fairvern's future as we transition to a new, larger long term care home in 2027 and welcome several new team members to the organization.

What you will do:

- Develop and implement a fundraising campaign plan for the new long-term care home.
- Establish campaign goals, timelines, donor segments, key messages, workplans, and performance measures.
- Develop a case for support and related campaign materials, including donor proposals, presentations, sponsorship information, pledge forms, correspondence, and recognition materials.
- Identify, research, and cultivate prospective donors, sponsors, businesses, community organizations, service clubs, foundations, and other potential supporters.
- Coordinate donor meetings, presentations, follow-up activities, and community engagement opportunities.
- Work with Long-Term Care leadership to confirm fundraising priorities and ensure campaign messaging reflects resident, family, operational, and community needs.
- Collaborate with Finance to support donation tracking, pledge management, receipting, reconciliation, financial reporting, and appropriate use of funds.
- Coordinate, as required, with designated leads from other District service areas to ensure donor interests outside the new long-term care home campaign are appropriately directed and supported.
- Develop and maintain accurate donor records, prospect lists, campaign files, contact reports, commitments, and recognition obligations.
- Work with Communications and other internal stakeholders to ensure campaign materials and public messaging are accurate, accessible, consistent, and aligned with corporate standards.
- Prepare campaign updates, reports, briefing notes, presentations, and recommendations for senior leadership, committees, Council, or other audiences as required.
- Represent the campaign at meetings, presentations, community events, and donor engagement activities.
- Ensure fundraising activities comply with applicable District policies, privacy requirements, accessibility standards, records management practices, financial procedures, and ethical fundraising practices.
- Identify campaign risks, issues, or opportunities and escalate matters requiring direction or approval.
- Prepare a final campaign summary, transition materials, and recommendations for ongoing donor stewardship or future fundraising activities.

What you will need:

- Post-secondary education in fundraising, communications, public relations, business administration, marketing, nonprofit management, public administration, or a related discipline.
- Minimum of five years of progressive experience in fundraising, fund development, donor relations, sponsorship, major gifts, capital campaigns, community engagement, or a related field.
- Experience developing and implementing fundraising strategies, campaign plans, donor proposals, stewardship activities, campaign tracking, and donor communications.
- Experience identifying, cultivating, soliciting, and stewarding donors, sponsors, businesses, foundations, community organizations, or major gift prospects.
- Strong interpersonal, relationship-building, facilitation, and presentation skills.
- Ability to exercise diplomacy, discretion, tact, sound judgment, and political acuity.

What we are offering:
The District is proud to offer the following benefits with this job:

- Health benefits (temporary full-time employees on contract for 12 months or longer)
- OMERS pension
- Work-life flexibility
- Perks and discounts
- Wellness programs
- Fostering and fun environment
- Professional development and education opportunities
- Pay range progression based on length of time in the job and satisfactory performance

The Next Step
If you have the necessary skills, experience and qualifications, and can support our vision and values (RISE: Respect, Innovation, Service and Equity), submit your application using the apply now link below.

APPLY NOW or visit our **careers page** for other opportunities.

The District of Muskoka is an equal opportunity employer and values diversity in our workforce, encouraging applications from all qualified individuals. Our organization is committed to providing persons with disabilities with equal opportunities and standards of goods and services, and we are compliant with the Accessibility for Ontarians with Disabilities Act. If you require disability related accommodation to participate in the recruitment process, please advise the Human Resources department as soon as possible. Accommodation may be provided in all steps of the hiring process. Any questions regarding this posting should be directed to the Human Resources Department.