



Opportunity  
Changes  
Everything

## Toronto Kiwanis

Position: Fundraising Committee Member (Volunteer Position)  
Reports To: BGC Toronto Kiwanis Fundraising Committee  
Hours: 1-3 hours monthly (including monthly committee meetings)

**Please Note:** Hours of commitment may increase in the month leading up to fundraising events.

### Job Function:

Celebrating 100 years of service, BGC Toronto Kiwanis is looking for committed individuals to sit on our Fundraising Committee. This committee is seeking individuals with events, partnerships, and/or fundraising experience to help plan and execute all BGC TK fundraising efforts.

### Roles/Responsibilities:

- Support all fundraising initiatives for BGC Toronto Kiwanis events including the creation of marketing materials, securing donations, and logistical/operational tasks as needed.
- Analyze relationships with current and prospective corporate sponsors, devise sponsorship packages, and work with staff and Board to develop relationships.
- Track and report progress towards fundraising goals.
- Engage in advocacy and networking.
- Tap respective networks for potential donors of money, time, and in-kind support.
- Participate in annual special events and other fundraising activities.
- Other duties as needed.

### Qualifications/Expectations:

- Clear vulnerable sector screening.
- Attend and participate in Fundraising Committee meetings
- Must be available from September 2021 to June 2022

To apply for a position with the Fundraising Committee please email your resume, and references to Julia McGrath – Coordinator, Communications & Engagement at [jmcgrath@bgctk.org](mailto:jmcgrath@bgctk.org)

*BGC Toronto Kiwanis applications from all interested parties regardless of race, religion, ability, or sexual orientation. We thank all applicants for applying, however, only those selected for an interview will be contacted.*

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[www.bgctk.org](http://www.bgctk.org)

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