



THE CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South, PO Box 759, Exeter, ON N0M 1S6
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Community Hub and Recreation Centre Fundraising Chair

The Municipality of South Huron invites applications for the volunteer position of Community Hub and Recreation Centre Project Fundraising Chair. The Fundraising Committee's purpose is to develop a fundraising and sponsorship strategy that aims to raise a minimum of \$5.0 million for the development of a Community Hub/Recreation Centre within the Municipality of South Huron over the next 3 years.

The objectives of the Fundraising Committee shall include:

- Community Fundraising:
 - Review existing fundraising initiatives with the South Huron and County and carry out a fundraising capacity assessment to confirm and/or establish realistic sponsorship and community fundraising targets;
- Develop a comprehensive fundraising strategy that identifies corporate and community fund raising targets and assess the cost/benefit of out sourcing fund raising programs to professional;
- Develop a donor recognition program that appropriately acknowledges differing levels of corporate and private contributions;
- Create a sponsorship program that could enable naming rights to specific components of the civic centre facility;
- Identify potential "value in kind" contributions for the project;
- Identify administrative requirements required to implement all fundraising and marketing / promotional plans and recruit and provide recommendations to the Project Steering Committee concerning the employment of such services;
- Develop a strategy and schedule towards the organization of special community events to raise awareness of project efforts and objectives.

Selection criteria will include:

- Willingness and ability to commit to the necessary time-line;
- Skills and experience related project fundraising, community engagement and report writing;
- Raise awareness about the project, attend, coordinate, and plan fundraising initiatives;
- Ability to lead a team in building a fundraising strategy;
- A reasonable assurance that the selected member does not have a pecuniary interest as related to the future development and use of the property.

Chairperson & Reporting Relationship:

- The Municipality of South Huron shall appoint a chairperson to the Fundraising Committee through a recruitment process.
- The Chairperson shall hold a citizen's position on the Project Steering Committee and will report decisions and recommendations on the Committee's behalf to the Project Steering Committee.

The complete Terms for Reference are available on the [Municipal Website under Re-Imagine South Huron](#).

Please contact Dan Best, CAO for further information, cao@southhuron.ca or 519-235-3010 ext. 228.

Please submit your letter of interest no later than **3:30 PM on Wednesday October 18th, 2017** preferably by email to:

Megan Goss, HR Coordinator & Assistant to the CAO
Municipality of South Huron
322 Main Street South
P.O. Box 759
Exeter, ON N0M 1S6
Email: hr@southhuron.ca

We thank all applicants for their interest in this position; however, only those being considered for an interview will be contacted. Personal information is collected under the authority of *The Municipal Freedom of Information and Protection of Privacy Act* and is used for candidate selection purposes only. Accommodations are available upon request for all parts of the recruitment process.