

HIRING: DIRECTOR, RESOURCE DEVELOPMENT

About Calgary Meals on Wheels

Calgary Meals on Wheels (CMOW) improves the food security and well-being of our community by preparing and delivering nutritious, quality, and affordable meals.

For more than 60 years, CMOW has evolved alongside the changing needs of the community and today serves thousands of Calgarians through a growing range of programs, partnerships, and services. As the organization continues to grow in scale, complexity, and impact, we are seeking a collaborative and strategic leader to join our team as Director, Resource Development.

The Opportunity

Reporting to the CEO, the Director, Resource Development leads CMOW's fund development, marketing and communications, grants and corporate partnerships, and events strategies. This role supports sustainable organizational growth by strengthening revenue generation, donor and community engagement, and strategic partnerships aligned with CMOW's mission and long-term priorities.

This role is ideal for a collaborative leader who brings strong operational leadership, relationship-building capabilities, and the ability to translate strategy into measurable results.

The successful candidate will oversee an established team while ensuring departmental priorities, partnerships, campaigns, communications, and deliverables are strategically aligned, effectively managed, and executed with accountability and quality.

This is an exciting opportunity for a strategic nonprofit leader looking to play a meaningful role in a highly respected and evolving organization.

Key Areas of Responsibility

- Lead annual resource development planning aligned with organizational priorities
- Oversee fundraising initiatives, donor stewardship, grants, sponsorships, campaigns, and events
- Oversee marketing and communications strategies that strengthen brand awareness, donor stewardship, and community engagement

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- Provide leadership, accountability, coaching, and oversight to the Resource Development team
 - Ensure quality, consistency, and timely execution of departmental deliverables
 - Build and steward relationships with donors, sponsors, community partners, and stakeholders
 - Identify and support new funding opportunities, strategic partnerships, and revenue diversification initiatives
 - Utilize data, reporting, and performance metrics to support informed decision-making and continuous improvement
 - Collaborate closely with organizational leadership to support strategic growth and sustainability

Who You Are

You are a collaborative and relationship-focused leader with experience in fundraising, donor engagement, partnerships, communications, and resource development leadership. You are comfortable balancing strategy with execution and bring strong communication skills, sound judgment, and the ability to build trust with donors, partners, colleagues, and the community.

You are motivated by meaningful work, thrive in a collaborative environment, and bring a proactive, accountable, and solutions-focused approach to leadership.

You bring:

- 5+ years of experience in fundraising, communications, partnerships, nonprofit leadership, events, or equivalent experience
- Experience supervising staff and managing projects or initiatives
- Strong communication, organizational, and relationship management skills
- The ability to manage competing priorities while maintaining attention to detail and quality

- A collaborative leadership style grounded in accountability, respect, and emotional intelligence
- Passion for community impact and organizational growth

Why Join CMOW?

- Opportunity to help shape the future of a respected and evolving community organization
- Meaningful work that directly impacts the lives and well-being of Calgarians
- Collaborative, supportive, and values-driven culture
- Flexible and people-centered work environment
- Casual and welcoming workplace atmosphere
- Supportive leadership team committed to growth, collaboration, and professional development
- An engaged workplace culture supported by an active Social Committee that fosters connection, team engagement, and opportunities to celebrate together
- The opportunity to contribute to an organization that is making a measurable difference in food security and community well-being across Calgary

Compensation

Salary: \$83,000–\$87,000 annually, commensurate with experience.

CMOW also offers a comprehensive benefits package, free parking, and complimentary hot lunches on Tuesdays and Thursdays.

To Apply

Please submit your resume and cover letter outlining your interest and relevant experience to careers@mealsonwheels.com.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.