

JOB POSTING: DIRECTOR OF DEVELOPMENT

ORKIDSTRA | JANUARY 2026

Short Description

The Director of Development (DoD) plays a vital role in leading OrKidstra's fundraising efforts and cultivating donor relationships, working closely with the Executive Managing Director, Board, and staff teams. This full-time senior leadership role is ideal for a collaborative, mission-driven professional with experience in major gifts, grants, donor cultivation, fundraising and communications strategies. Building on a strong record of year-over-year fundraising growth, the DoD will expand donor engagement and increase revenue to support OrKidstra's strategic plan, as the organization looks to organically grow to a fourth afterschool hub.

The successful candidate will inspire stakeholder engagement through transformational (not transactional) relationship building, grow sustainable revenue streams, and help advance OrKidstra's vision for equitable, high-quality music education for children and youth.

Candidate Profile & Core Qualifications

We are seeking a strategic, values-driven leader and relationship builder who embodies OrKidstra's core values of **Love, Courage, Excellence & Belonging**. This person will foster a culture of philanthropy, inspire donors and stakeholders, and collaborate effectively across the organization. We strongly encourage candidates who reflect the diversity of the communities we serve to apply.

- Proven experience in nonprofit fundraising, ideally within the arts and education space, including major gifts, government and foundation grants, and corporate philanthropy
- Strong relationship-building, communication, and stewardship skills, with the ability to build authentic, respectful relationships
- Demonstrated passion for supporting children and youth from diverse and equity-deserving communities, with a genuine commitment to fostering equity and pluralism in the arts
- Collaborative leadership style grounded in empathy, respect, and shared decision-making
- Ability to craft clear, compelling, and polished content for diverse audiences, through excellent writing and content refinement
- Detail-oriented and highly organized, with the ability to prioritize and meet deadlines consistently
- Experience managing a small development and communications team, fostering mentorship and collaboration
- Strategic and operational acumen, with the ability to translate vision into actionable fundraising plans
- Ability to analyze data, set priorities, and turn insights into action
- Exceptional collaboration skills, combined with self-motivation, and the ability to be proactive and adaptable in a fast-paced environment
- Comfort representing an organization publicly, including with media and events, sharing meaningful stories with our students always at the centre
- Lived experience in the arts, with some musical background is essential

This role offers a unique opportunity to support an innovative and values-driven music education program that transforms lives, nurtures artistic excellence, and strengthens community bonds.

Work Type

This is a predominantly remote role (home office) within the National Capital Region, with local travel and in-person meetings for cultivation, community building, program functions and special events required.

Working Environment

The successful candidate will be based in the National Capital Region. Work is typically scheduled Monday–Friday during standard business hours, with flexibility after hours required for concerts, events, and community engagements. Reliable transportation within Ottawa is essential.

About OrKidstra

OrKidstra is a registered charity that provides a social development program through music for children from equity-deserving communities in Ottawa. In its 19th season, OrKidstra serves over 800 children and youth from more than 62 cultural and linguistic backgrounds through our in-school and after-school programs. OrKidstra's mission is to empower kids and build community through the universal language of music. We provide children from low-income families with free group and individual music lessons and opportunities to learn important life skills such as respect, compassion, teamwork, and responsibility through playing and singing together. Learn more at orkidstra.ca.

Job Description At-a-Glance

Reporting to the Executive Managing Director, the **Director of Development** leads OrKidstra's fundraising strategy, donor engagement, and revenue growth. This role manages the Development & Communications Coordinator and collaborates closely with the staff team and Board to identify fundable initiatives, cultivate donors, and tell compelling impact stories. The Director of Development plays a strategic role in advancing OrKidstra's growth while ensuring ethical, effective, and sustainable fundraising practices.

As a key part of OrKidstra's senior leadership team, the Director of Development is essential to sustaining the organization's growth, fostering community engagement, and maintaining the quality and relevance of its external communications.

Key Responsibilities

Culture & Philosophy

- Actively engage in, and demonstrate:
 - OrKidstra's core values of **Love, Courage, Excellence, and Belonging**.
 - Teamwork, problem solving, responsibility, creativity, dedication, organization, relationship building, professionalism, and communication.

Fundraising & Donor Relations

- Collaborate with the Executive Managing Director to design and implement operational plans aligned with strategic goals, facilitating smooth program delivery
- Develop and implement a diversified, sustainable fundraising plan to gradually scale revenue from \$1.5 to \$2M range to fuel future growth and expansion.
- Manage portfolios of individual, corporate, foundation, and legacy donors
- Oversee donor stewardship, prospect research, cultivation, and recognition activities
- Lead grant strategy, writing, and reporting in collaboration with staff
- Collaborate with program teams to identify fundable projects and impact stories

Major Gifts & Campaigns:

- Build and sustain long-term relationships with major donors and sponsors
- Oversee annual giving campaigns, setting goals, creative direction, and donor engagement strategies
- Work with the Board and community champions to identify and cultivate major gift prospects

Communications & Brand:

- Ensure donor-facing materials and communications speak with OrKidstra's distinctive voice and reflect our mission and values
- Oversee the production of key fundraising collateral, reports, and impact storytelling material
- Represent OrKidstra publicly to donors, partners, and community stakeholders
- Bring expertise in communications strategy, digital tools, and content management to guide and support staff, ensuring high-quality, on-brand materials

Strategy & Leadership

- Mentor and support the Development & Communications Coordinator
- Ensure compliance with CRA regulations, AFP ethical standards, and internal policies
- Contribute to organizational and strategic planning related to revenue and growth
- Builds transformative relationships with stakeholders in arts, nonprofits, and community leadership to enhance OrKidstra's reputation.

Program, Event & Special Projects

- Build and nurture meaningful engagement with OrKidstra team, students, and families to inspire real and heartfelt storytelling and donor communications
- Contribute to the planning and execution of related outreach and program events (concerts, community events, etc.)
- Provide leadership on special projects that advance fundraising and donor engagement
- Builds transformative relationships with stakeholders supporting arts, education, nonprofits, and community building to enhance OrKidstra's reputation.

Compensation

OrKidstra offers a competitive compensation and benefits program, including health, dental and wellness benefits, a flexible workplace, and the opportunity to join a dedicated team that truly believes in the power of music to build community and transform children's lives. This position invites you to bring your passion and values to an organization that transforms lives by empowering kids and fostering community through music and offers a clear path for growth and future advancement.

Annual starting salary range: \$90-\$97.5K, commensurate with experience and qualifications.

Applications

Please submit a cover letter and resume care of chantalle@lefriendconsulting.com telling us why you are a great candidate for this role. Applications will be reviewed on a rolling basis until the position is filled; **early applications are encouraged.**

This position requires enhanced police clearance, reference checks, and aptitude screening.

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

Equity

OrKidstra is an equal opportunities employer committed to diversity and inclusion. We enthusiastically encourage applications from Indigenous Peoples, newcomers to Canada, IBPOC, persons with disabilities, 2SLGBTQ+ individuals, and members of racialized and marginalized groups. We believe our community is stronger when it benefits from the understanding and wisdom of people who have lived experiences with the communities we serve. OrKidstra is a place of belonging.