

The Arthritis Society is Canada's principal health charity funding research to develop better treatments and a cure for arthritis. We are looking for a personable, motivated and organized professional to join our Thunder Bay team.

Overall accountability: Reporting to the Manager, Community Engagement, the Specialist will achieve or exceed budgeted and strategic goals both in the fundraising and program delivery areas, manage a volunteer program, and increase attendance at education and fundraising events.

Desired qualifications include:

- a post secondary degree in a relevant discipline, or a diploma in volunteer management or fundraising, with at least three years' relevant experience;
- excellent communication and computer skills, ideally with Raisers Edge experience;
- strong problem-solving, presentation and decision-making skills with the ability to handle arising issues;
- a collaborative, tolerant team player approach;
- the ability to establish and maintain positive working relationships, both internally and externally, to achieve the goals of The Society;
- the flexibility and willingness to work at events and other functions outside of business hours, when necessary; and
- access to a vehicle and ability to travel within Northwestern Ontario.

A full job description for this position is available at www.arthritis.ca/careers.

Please submit your cover letter and curriculum vitae to HR@arthritis.ca. Applications must be received by close of business August 31st, 2010. We thank all applicants; however only those selected for an interview will be contacted.