

Corporate Account Manager

Contract until December 2026

At United Way of Calgary and Area, we believe that united, we make the biggest difference. We're strongest when we come together to improve local lives and communities—and when we come together as a team, we passionately propel our mission forward. We're currently looking for a Corporate Account Manager to join our team.

The Corporate Account Manager is a revenue-generating role responsible for securing, growing, and stewarding new corporate partnerships in support of organizational fundraising goals. With direct accountability for new corporate fundraising revenue, this role manages a portfolio of general accounts while leading the onboarding and enablement of emerging corporate partners. Reporting to the Director, Corporate Partnership & Engagement, this role supports CRM reporting and dashboard development, and embedding prospecting approaches across the organization, while maintaining strong relationship stewardship and identifying the right strategic opportunities for new organization such as campaigns, sponsorships, and corporate gifts.

If you are passionate about your community, aspire to make an impact, thrive in a fast-paced environment, and want to make a difference, then we're looking for you!

What you will do

- Manage assigned accounts as integrated fundraising portfolios, overseeing multiple revenue streams and engagement strategies to maximize philanthropic impact and campaign effectiveness.
- Support and steward volunteer-led campaign structures such as campaign cabinets, subcommittees, and workplace champions, ensuring clarity of expectations, and support in reaching fundraising objectives.
- Identify opportunities to streamline campaign delivery through shared tools, templates, timelines, and standardized practices to improve efficiency and reduce administrative burden.
- Translate campaign insights into actionable recommendations that support growth and donor pipeline development.
- Lead the onboarding of new corporate partners onto the Engage platform, supporting event setup and activity booking to ensure a positive onboarding experience and strong foundation for long-term partnerships.
- Oversee the development and ongoing refinement of CRM dashboards and reports to support sponsorship tracking, prospecting, pipeline management, and performance insights.
- Support prospect research and analytics that inform corporate fundraising strategies, campaign planning, and portfolio management.
- Play a key role in facilitating internal and external collaboration with other United Ways to share best practices, tools, and insights related to corporate engagement, prospecting, and campaign delivery.
- Develop and implement transition processes for corporate accounts as they mature into established partners, ensuring seamless handoffs, clear ownership, and sustained relationship stewardship.
- Possibility of a direct report includes seasonal Campaign Associates.

What you will bring

Experience:

- A minimum of two years' fundraising, relationship and/or account management experience
- Experience working with volunteers in the public and/or private sector
- Driver's license and vehicle are required.
- CFRE designation or progress toward certification considered an asset

Attributes:

- Strong project management, time management skills and organizational skills
- Highly developed communication (oral and written) and interpersonal skills
- Demonstrated public speaking, leadership, training and facilitation skills
- Conflict resolution, mediation and negotiation skills
- Proven analytical capabilities
- Computer literacy (database management, Word, Excel, PowerPoint)
- Ability to work in a fast-paced environment managing multiple priorities
- Possess a sense of initiative and flexibility

Work Environment

Our team values the flexibility that hybrid work offers, while also recognizing the importance of in-person collaboration. Our office is located in Calgary and employees are expected to work in the office on Tuesday, Wednesday and Thursday. Our hybrid approach strengthens our culture of collaboration, innovation and learning while being flexible where possible.

United, we make the biggest difference

United Way is a not-for-profit organization that has played a vital role in our community for 85 years. As a social impact organization, our mission is clear: we mobilize communities for the common purpose of working together to create lasting social change. In addition to meaningful work where you can have an impact, United Way also offers a comprehensive compensation, benefits and time off package, a hybrid work environment, and a variety of professional development opportunities.

Our Commitment to an Inclusive Culture

We are committed to creating an inclusive culture where everyone feels valued and respected, and that reflects the diverse community we serve. We welcome applications from all qualified candidates and encourage candidates with diverse backgrounds, experiences, styles, and abilities to apply. If you require accommodation at any stage of the hiring process, please let us know.

To Apply

Send **cover letter, resume and salary expectations** by 4:00 pm May 14, to hr@calgaryunitedway.org

Subject Line: Corporate Account Manager - Your Name.

To learn more about the United Way of Calgary and the Area, please visit our website at www.calgaryunitedway.org.

We thank all applicants for their interest and effort in applying for this position, however, only those being considered will be contacted.