WE’RE HIRING!

GRANT OFFICERS
(AKA Gold Bug Beetle)

@canopyplanet www.canopyplanet.org
Location
Remote (within a 4-hour time zone of PST)

Position Type
Full-time

Reports To
Director of Institutional Giving

Start Date
ASAP

Compensation
CAD 85K-120K gross per annum

Contingent on experience, plus benefits. For applicants outside Canada, the salary will align with a benchmarked salary band based on location. Please reach out to Anna for more information.

Deadline for Applications
Until Filled
ABOUT CANOPY
Canopy is a solutions-driven not-for-profit environmental organization dedicated to protecting forests, species, and climate. We believe in fostering a supportive work environment where employees can thrive. We offer comprehensive benefits packages, professional development opportunities, and a supportive workplace culture dedicated to environmental conservation. At Canopy, we prioritize the well-being and growth of our team members, ensuring they have the resources and support needed to excel in their roles and contribute meaningfully to our mission.

POSITION SUMMARY
Canopy is seeking experienced and skilled Grant Officers to build and steward a portfolio of new and existing global foundations. You will work closely with the Director of Institutional Giving and the Philanthropic Team to secure grants and ensure strong donor stewardship, with the goal of deepening foundation partner relationships. If you are a powerful and creative communicator with a knack for grant writing and a passion for environmental conservation, you may be our perfect new Canopal!
Key responsibilities include meeting established benchmarks for grant submissions and successful applications, implementing a cultivation and research plan to secure international foundation prospects, and actively participating in weekly organizational meetings. The Grant Officer will also contribute to building a culture of philanthropy within Canopy by tracking trends in global philanthropy and integrating these insights into Canopy’s revenue strategy and fundraising efforts.

If you are a powerful and creative communicator who can convince anyone of anything, then you may well be our perfect new team member. If you’re game to sharpen your charades skills to communicate our story, as well as have an excellent written piece as backup for when you need to conform to rules, then this is the job for you. We take fundraising seriously at Canopy, and we like to emphasize the FUN in FUNdraising.
How to apply:

Please contact our Chief Charmer, Anna, for more information on the job description. Send your email to: chiefcharmer@canopyplanet.org.

Additional Instructions:

- Please complete the following two exercises:
  - There are 10 mistakes in this sentence: “If you believe you are a grate grant writor with an eye for details, Spot these mistkaes, than sent us your feedback on the below address including your CV & Cover Letter.”
  - Please share six things a teapot can be used for other than being a vessel for your favourite tea.
- Email your cover letter, resume, and exercises to Anna Abad-Frederick, Talent & Development Specialist, at anna.abad-frederick@canopyplanet.org
- Mark the subject line: “Gold Bug Beetle.”
Canopy offers a competitive salary range. New Canopals can expect a salary typically within the lower half of the range, reflecting our commitment to equitable compensation practices. We believe in fostering a supportive work environment where employees can thrive. We also offer comprehensive benefits packages, professional development opportunities, and a supportive workplace culture dedicated to environmental conservation. At Canopy, we prioritize the well-being and growth of our team members, ensuring they have the resources and support needed to excel in their roles and contribute meaningfully to our mission.

Canopy embraces equity and diversity and is committed to a workplace that is enriched by the people, needs, and desires of our diverse community. We thank all applicants; however, we will only contact candidates who successfully secure an interview.
“There are few environmental organizations that can match Canopy in its unflinching commitment to saving the world’s forests and the many species that depend on them, while having the pragmatic acumen necessary to help companies do better by those forests”

- Margaret Atwood

**ABOUT CANOPY**

Canopy is an award-winning not-for-profit organization dedicated to protecting the world’s forests, species, and climate, and supporting the advancement of community rights. Canopy collaborates with more than 750 companies to implement robust environmental policies, catalyze innovative solutions, transform unsustainable supply chains, and secure forest conservation and human rights. Best known for greening the Harry Potter series internationally, Canopy’s partners include Stella McCartney, The Guardian, The Gap, Sainsbury, Penguin Random House, The Globe and Mail, and H&M. Canopy’s work relies on the support of individual donors who share our passion for the planet.
Canopy is a nimble, fast-paced, results-driven conservation organization with a strong track record of success. We know that our planet is under stress and believe that change is long overdue. We think 800-year-old trees don’t need to be used to make packaging, t-shirts, or junk mail - and we’re committed to doing all we can to keep them standing. We love chocolate and playing charades. Working hard is in our DNA - as is having fun and being creative. Pragmatic and audacious, we are driven to produce results at a proportional scale to the environmental problems our world is grappling with. We are part of the growing movement that believes Nature Needs Half - a science-driven initiative that recommends 30-50% of the world’s forests need to be protected by 2030 to ensure forest ecosystems are able to fulfill the ecological functions and services we need for life on Earth.