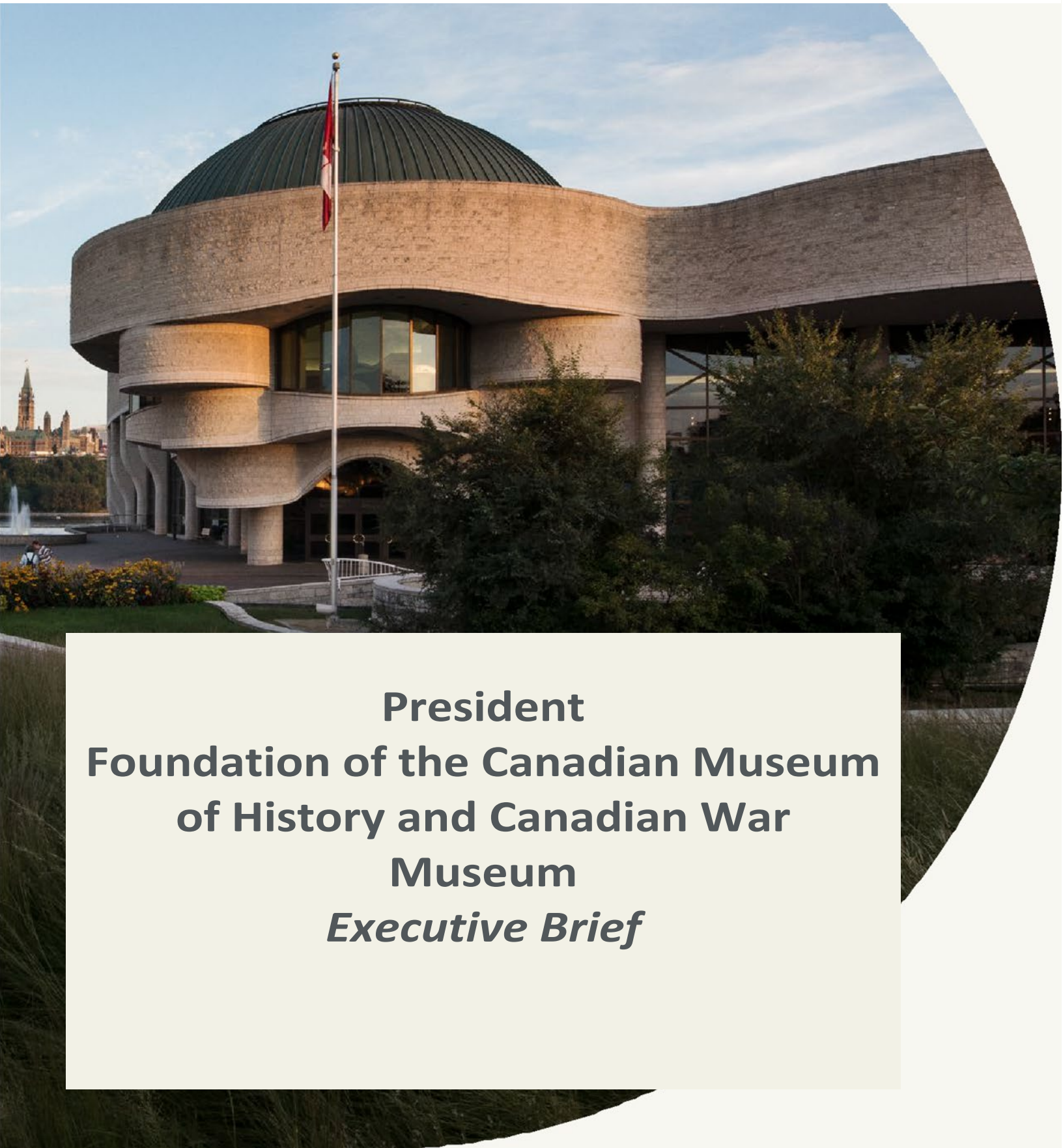




**FONDATION DU MUSÉE CANADIEN DE L'HISTOIRE  
ET DU MUSÉE CANADIEN DE LA GUERRE**

**FOUNDATION OF THE CANADIAN MUSEUM  
OF HISTORY AND CANADIAN WAR MUSEUM**



**President  
Foundation of the Canadian Museum  
of History and Canadian War  
Museum  
*Executive Brief***



# FONDATION DU MUSÉE CANADIEN DE L'HISTOIRE ET DU MUSÉE CANADIEN DE LA GUERRE

## FOUNDATION OF THE CANADIAN MUSEUM OF HISTORY AND CANADIAN WAR MUSEUM

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### MORE INFORMATION

KCI Search + Talent has been retained to conduct this search on behalf of the Foundation of the Canadian Museum of History and Canadian War Museum. For more information about this opportunity, please contact Sylvie Battisti, Senior Vice President, KCI Search + Talent by email at [CMHCWM@KCI Talent.com](mailto:CMHCWM@KCI Talent.com).

All inquiries and applications will be held in strict confidence. Interested candidates should send resume and letter of interest to the email address listed above by **August 3, 2026**.

The hiring range for this role is \$200,000 - \$250,000 plus incentive compensation to be determined during contract negotiations.

The Foundation is committed to creating an organizational culture that fosters an inclusive, diverse, equitable and accessible environment for all. We encourage applications from all qualified individuals, including candidates from all cultures, racialized communities, Indigenous communities, all abilities, all sexual identities and genders, and anyone else who can contribute to the diversity of ideas. We are committed to an inclusive, barrier-free selection process and work environment.

*Please note that this posting is for a new position vacancy. Artificial intelligence will not be used to screen resumes or assess candidates in this search.*





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## **President, Foundation of the Canadian Museum of History and Canadian War Museum**

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### **THE OPPORTUNITY**

The Board of Directors of the Foundation of the Canadian Museum of History and Canadian War Museum is seeking a strategic development leader and accomplished fundraiser to serve as the inaugural President of its newly established philanthropic foundation. This is a unique opportunity to shape and lead a national fundraising entity in support of the Canadian Museum of History and the Canadian War Museum, two of Canada's most significant cultural institutions.

Reporting to and working closely with the Foundation's Board of Directors, in close collaboration with the President and CEO of the Canadian Museum of History and the Canadian War Museum (CMH) and senior museum colleagues, the President of the Foundation of the Canadian Museum of History and Canadian War Museum (CMHCWM Foundation) will establish and lead the Foundation's fundraising strategy and operations. The museums are respected centres of museological excellence, recognized both nationally and internationally for their mandate to enhance Canadians' knowledge, understanding and appreciation of the events, experiences, people and objects that reflect and have shaped Canada's history and identity, while also fostering broader awareness of world history and cultures.

The President will provide strategic leadership to build a focused, high-impact, and sustainable philanthropic program aligned with the Museums' strategic priorities. The new incumbent will demonstrate the knowledge, experience and executive abilities to put in place the governance, systems, and resources required to support long-term success. A strong relationship manager and collaborative leader, the President will foster a culture of accountability and shared purpose, enabling people to work effectively towards common goals.

Drawing on strong communication abilities, the President will play a central role in articulating the value and relevance of the Museums to donors, partners, sponsors and volunteers. Serving as the public face of the Foundation, the new incumbent will cultivate trusted relationships with donors, Board members, volunteer leaders, and partners across the country, while ensuring governance, compliance, and accountability that reflect best practices for foundations linked to Canadian Crown corporations.

As the inaugural President of the CMHCWM Foundation, the successful candidate will:

- Lead the Foundation team and the establishment of the Foundation's governance structure, policies, operations and systems.
- Drive the planning and launch of a comprehensive fundraising campaign to support the Museums' strategic priorities.



- Design a strong case for support for the Museums and their key programs with clear, distinct impact stories that will resonate with funders.
- Work in collaboration with the Museums' CEO on the internal and external profile of the Foundation.
- Position the Foundation as a trusted philanthropic partner, aligned with best practices and accountability standards.

This is an exciting opportunity for an inspiring development leader with a passion for Canadian history, identity and culture, and the ability to work effectively with a highly engaged Board and eventual staff team, to build, increase and enhance transformational philanthropic support for the Museums' highest-level strategic projects of national importance.

The CMHCWM Foundation office is located in Gatineau, Quebec and a hybrid work model can be considered, with occasional evening and weekend commitments. Some domestic and international travel is required, so a valid passport is essential. A competitive salary and benefits package is offered, along with relocation support, if required.

## ABOUT THE CANADIAN MUSEUM OF HISTORY

The Canadian Museum of History (CMH) is an autonomous federal Crown Corporation under the Museums Act that oversees three museums: the [Canadian Museum of History](#), the [Canadian War Museum](#) and the [Virtual Museum of New France](#). Together, the Museums deliver on their mandate to enhance Canadians' knowledge, understanding and appreciation of events, experiences, people and objects that reflect and have shaped Canada's history and identity, and to enhance their awareness of world history and cultures.

Located on the traditional, unceded territory of the Algonquin Anishinaabe, the Canadian Museum of History is Canada's largest museum of human history. It is also one of the country's most-visited museums, welcoming thousands of visitors per year to its complex in the heart of the National Capital Region.

As a respected centre of museological excellence, the Canadian Museum of History actively shares Canada's human and military history across Canada and around the world. Equally important is its corporate culture, which is rooted in the principles of equity, diversity, inclusion and accessibility, with a particular focus on ensuring equal opportunity for all.

The Canadian Museum of History facility is also home to the [Canadian Children's Museum](#), a 500-seat theatre, and the 295-seat CINÉ+ movie theatre featuring a large 3D screen and giant dome. Ongoing exhibitions include the spectacular Grand Hall, the First Peoples Hall, and the Canadian History Hall. The Museum also features temporary exhibitions focusing on Indigenous, Canadian, and world histories and cultures. Many of these temporary exhibitions are developed in collaboration with Indigenous and other communities; others are produced by Canadian or international institutions.



In addition to sharing knowledge physically through travelling exhibitions, educational kits, publications, and lectures, the Museum offers a rich variety of digital content across its websites, including online exhibitions, podcasts, virtual tours, resources for teachers, games, activities, and access to collections and cutting-edge research.

Research activities are undertaken in a wide variety of areas, and in collaboration with communities and partners. Research is primarily concentrated in the areas of Canadian history, Indigenous histories, art, and cultures, archaeology, and cultural expression. Beyond scholarly research, staff conduct fieldwork in partnership with Indigenous and other cultural communities, engage in collaborative community-based projects, and work with institutions both at home and abroad.

In addition to administering the Canadian Museum of History, the Canadian War Museum, and the Virtual Museum of New France, the Canadian Museum of History crown corporation manages [Digital Museums Canada](#) (DMC) with financial support from the Government of Canada. As the largest investment program of its kind in the country, DMC helps heritage, cultural and Indigenous organizations build digital capacity, while also bringing diverse made-in-Canada stories to the wider world.

### **Our strategic directions for 2023–2029**

These five directions are intended to help us better focus, re-energize and reinforce who we aspire to be as an organization moving forward.

- Foster an innovative workforce culture that promotes equity, respect and a sense of belonging
- Engage people from across Canada in diverse histories and stories
- Advance reconciliation and strengthen our commitment to recognizing the rights of Indigenous Peoples
- Build organizational resilience through sustainable practices
- Leverage technology to drive innovation and deepen access to Museum activities

## **ABOUT THE CANADIAN WAR MUSEUM**

The Canadian War Museum is Canada’s national museum of military history and one of the world’s most respected museums for the study and understanding of armed conflict.

The Museum traces its origins back to 1880, when it consisted primarily of a collection of militia artifacts. The Museum opened at its new location on the LeBreton Flats site in downtown Ottawa on May 8, 2005. Its opening not only marked the 60th anniversary of the end of the Second World War in Europe (V-E Day) but also the 125th anniversary of the Museum itself. Since its opening in 2005, the Museum has welcomed approximately 500,000 visitors every year.

The Museum’s exhibition galleries and public programs have been designed to emphasize the human experience of war. The Canadian Experience Galleries present the military history of Canada from earliest times to present day, as well as Canada’s history of honouring and remembrance. Each gallery highlights defining moments in Canada’s military history and the ways in which past events have shaped the nation.



The Museum's collections are among the finest military holdings in the world, including rare vehicles, artillery, uniforms, medals, personal memoirs and 14,000 works in the Beaverbrook Collection of War Art. In total, the collection comprises more than 3 million artifacts, specimens, works of art, written documents and sound and visual recordings. The Military History Research Centre houses the George Metcalf Archival Collection and the Hartland Molson Library. These extensive collections of primary and secondary research material document Canada's rich military history.



## ABOUT THE FOUNDATION OF THE CANADIAN MUSEUM OF HISTORY AND CANADIAN WAR MUSEUM

By recently establishing a philanthropic foundation, the Canadian Museum of History is responding to a pivotal moment in our country's story, when Canadians are increasingly drawn to our shared heritage and identity, by renewing and strengthening its philanthropic purpose to inspire deeper connection and lasting impact.

The Foundation of the Canadian Museum of History and Canadian War Museum will:

- Enable significant growth in major and transformative gift fundraising
- Create a singularly focused and mission-aligned philanthropic vehicle
- Establish an independent, strategic governance model
- Position the CMHCWM Foundation competitively within the national cultural philanthropic landscape
- Attract high-quality leadership and long-term partners

The CMHCWM Foundation operates separately from the CMH and is governed by a growing board of Directors led by the inaugural Board Chair, Elizabeth Roscoe. The CMHCWM Foundation Board members, with the collaboration of the CMH CEO, have begun working with KCI to prepare the Foundation for a new President and laying the groundwork for the inaugural fundraising strategy.



The CMHCWM Foundation will lead all fundraising initiatives including annual giving, mid-level gifts, major gifts, planned giving and sponsorships. An enhanced major gift philanthropy strategy will be essential to positioning the museums to embrace their future programming with even greater scale and ambition. As a result, an exciting element of the CMHCWM Foundation's inaugural fundraising strategy will include the Canadian Children's Museum renewal as the flagship campaign initiative. It is a CMH strategic priority project in the early stages of development. This museum is beloved and well-attended - an integral part of the Canadian History Museum's success.

As part of the work being done to establish the CMHCWM Foundation, a Relationship Agreement/MOU with the CMH is in the process of being developed. This agreement clearly defines roles and responsibilities, communication protocols, how the two organizations will work together, what services are exchanged, etc., ensuring that the new CMHCWM Foundation, its Board and new President and team are set up for the greatest success.

## ADDITIONAL INFORMATION

- [CMH History](#)
- [Our Purpose](#)
- [Get to Know Us](#)
- [Canadian War Museum](#)
- [Children's Museum](#)
- [Virtual Museum of New France](#)
- [Ongoing Exhibitions](#)
- [Events & Programming](#)
- [Annual Report & Financial Statement 24-25](#)
- [Corporate Plan Summary 2025-2030](#)
- [Ways of Giving](#)
- [News](#)
- [Framework for Indigenous Relations](#)
- [EDIA Strategy](#)
- [Accessibility Plan](#)



# KEY DUTIES AND RESPONSIBILITIES

## Strategic Leadership & Fundraising Development

- Develop the Foundation's inaugural strategic and multi-year fundraising plan, aligned with the Museums' vision and priorities.
- Lead the further development and execution of a comprehensive fundraising campaign, including major gifts, annual giving, planned giving, fundraising events and sponsorships.
- Identify, cultivate, and solicit a portfolio of major donors, corporations, foundations, and government partners nationally and internationally.
- Establish measurable fundraising priorities and targets, ensuring sustainability and diversification of revenue streams.
- Implement a strategic and comprehensive fundraising program including prospect identification, cultivation, solicitation, and donor stewardship.
- Develop in collaboration with the Museums' management an updated recognition naming policy program and guidelines.
- Oversee development of compelling cases for support, donor communications, and stewardship strategies, aligned with Museums' communications policies
- Work in partnership with the CMH Marketing and Communications team to ensure integrated activities that enhance brand and promote a positive fundraising climate.
- Engage, leverage, and support the Board members and other volunteers in fundraising initiatives.
- Act as the official spokesperson of the Foundation, representing it at national and international philanthropic, business, and cultural events.

## Governance, Compliance & Accountability

- Steward the operating agreement (MOU) between the Foundation and the Museums, ensuring clarity of roles, responsibilities, information-sharing, brand use, and donor privacy.
- Ensure compliance with the Canada Revenue Agency's fundraising guidelines.
- Oversee the preparation of audit-ready financial statements and reports for both Boards, ensuring transparency, accountability, and adherence to the highest standards of governance.
- Uphold ethical fundraising practices in alignment with the Donor Bill of Rights and the AFP's Code of Ethical Principles and Standards.

## Board governance

- Report to and work closely with the Foundation Board to seek and support their involvement in fundraising and to increase the overall visibility of the Foundation.
- Provide the Board of Directors with the tools, insights, and strategies to actively participate in donor engagement and fundraising.
- Serve as liaison with the Museums' senior leadership team, ensuring fundraising priorities support institutional strategy and are aligned with donor interests and private funding streams.
- Build strong, transparent relationships with government partners, community stakeholders, and sector associations.



### **Team leadership, Financial & Operational management**

- Oversee the recruitment and retention of the Foundation staff team, including hiring, training, performance management, and professional development.
- Develop and manage annual budgets, ensuring alignment with strategic objectives and donor intent.
- Implement robust systems for donor management, reporting, and compliance.
- Develop and implement adequate measures to meet the fiscal needs of the Foundation to conserve its assets, and to maintain an effective system of budgetary control
- Oversee the preparation of monthly financial reports and reconciliation, and an annual report

## **QUALIFICATIONS AND COMPETENCIES**

### **Experience & Knowledge**

- Minimum 10 years of progressive leadership experience in fundraising, philanthropy, or advancement, with a proven record of securing major gifts and leading campaigns.
- Experience working with or within a cultural, educational, or Crown corporation environment is an asset as is national scope fundraising experience.
- Knowledge of the CMH's mission, and a clear understanding of its value.
- A proven history of recruiting, developing, and leading high performing fundraising staff teams.
- Experience recruiting, inspiring and supporting senior volunteers to achieve fundraising goals.
- Demonstrated experience leading a full range of fundraising programs, including major gifts, corporations & foundations, planned giving, events, and annual fund initiatives.
- Strong financial literacy, with experience managing budgets, donor funds, and investment policies.
- Knowledge of CRA regulations for charities, governance practices, and sector standards.
- Experience supporting or reporting to a Board of Directors in governance and fundraising contexts.
- Technological fluency, including Microsoft Office and donor database software.

### **Skills & Attributes**

- Visionary, entrepreneurial leader with business acumen and the resilience to build a new organization.
- Skilled in diplomacy and building trusting relationships across organizations, including key internal and external partners, to navigate effectively in growing and promoting a culture of philanthropy.
- Excellent communication and presentation skills. Verbal proficiency in French and openness to continued learning is required for this role; full bilingualism will be considered a strong asset.
- Ethical, transparent, and accountable; able to steward donor trust and protect institutional reputation.
- Strategic thinker with the ability to adapt, innovate, and mobilize diverse audiences around opportunities.



## BIOGRAPHIES

### **Elizabeth Roscoe – Chair of the Board of Directors, CMHCWM Foundation**



Elizabeth Roscoe is Executive Vice President at Rubicon Strategy, a government relations consulting firm. Elizabeth leads the Ottawa Public Affairs and the M+A practice at Rubicon where she assists clients navigating the regulatory investment process and the federal government policy process. Elizabeth served as a chief of staff to the Hon. Barbara McDougall and Michael Wilson, as well as serving on the transition team for two different Prime Ministers.

Elizabeth is the current Chair of the Institute for Research on Public Policy. She is the former Chair of the University of Ottawa Heart Institute Foundation. She was the Vice Chair of the Board of

Futurpreneur as well as the Chair of the CHEO Foundation. Elizabeth served as a board member of the United Way of Ottawa and of the TELUS Community Board of Ottawa and a long time member of the external Board with the National Arts Centre.

### **Caroline Dromaguet – President & Chief Executive Officer, CMH and CWM**



Caroline Dromaguet is President and Chief Executive Officer of the Canadian Museum of History and the Canadian War Museum. A seasoned museum professional, Caroline has over 20 years of experience in numerous aspects of museum work, including museum management, the development and delivery of cultural products, international partnerships and initiatives that strategically position Canada's rich and fascinating history on the world stage. She is committed to fostering collaboration, innovative thinking and leadership among members of Canada's museum community.

Since initially joining the Museums in 1998, Caroline has held a number of key leadership positions in diverse areas of both Museums, including as Manager of Exhibitions and Strategic Initiatives, and Director of Exhibitions, Creative Development and Learning, and Interim Director General of the Canadian War Museum. Caroline was Interim President and CEO of the Museums for a two-year period prior to her confirmation in the position in December 2022. In her role as CEO, she emphasizes the importance of innovation, Indigenous rights, engagement and technology, as well as developing a healthy, diverse, inclusive and empowering work environment for employees of the Museums she oversees.

Caroline's dedication to Canada's cultural and heritage industry is longstanding. In addition to her work with Canada's national history museums, she has previously worked at the National Gallery of Canada and has contributed to initiatives with the Canadian Museums Association and the Virtual Museum of Canada, the predecessor to Digital Museums Canada. Caroline strongly believes that Canada's museums and heritage institutions have a unique role to play in bringing people together through shared knowledge, experiences, and dialogue and she is proud to contribute to this important work.



## LIVING IN THE NATIONAL CAPITAL REGION

The National Capital Region (NCR) comprises municipalities located in both Ontario and Quebec, including Ottawa and Gatineau. It includes over 1.4 million people, 66% of whom live in Ottawa and the rest in neighbouring municipalities, including Gatineau. Nearly half of the residents in the NCR speak English and French, a testament to Canada's linguistic duality.

Ottawa is one of the country's most vibrant cities and consistently ranks in the world's top 30 cities to reside in. Noted for its diversity, openness and kindness of its residents, Ottawa is a safe urban centre that uniquely blends modern development with appealing charm.

Ottawa's housing market remains one of Canada's most stable and affordable, offering a diverse range of options for every lifestyle and budget. As of late 2025, the average home price in Ottawa is approximately \$680,000, well below the national average and significantly more affordable than Toronto or Vancouver.

Ottawa offers impressive bilingual educational options, with three universities and two colleges, a wide choice of public and private schools, plus numerous professional schools and technological institutes. The city assures its residents great access to world-class healthcare facilities including four major hospitals. With a stable and diversified economy that includes global corporations, innovative start-ups and all levels of government, job opportunities in Ottawa are regularly available in sectors such as high technology, life sciences, professional services, government administration, and tourism.

Ottawa offers a full range of amenities and advantages, including a rich heritage and cultural scene with 14 national museums and performing arts institutions, as well as a large array of annual festivals and cultural activities. For sports and outdoor enthusiasts, Ottawa is in the midst of a giant outdoor playground featuring 850+ parks, 800 km of biking trails, cross country ski trails, and the world's largest outdoor skating rink on the Rideau Canal - as well as an array of organized sports and recreation programs.

