

Our Impact

We believe that faith communities are transformative – that it changes who we are, how we live and how we see the possibilities in our own lives and in the lives of those around us.

POSITION: Director of Development, Northeast Region

IMPORTANT MISSION

Founded in 1905, Catholic Extension is one of the leading faith-based nonprofits in the United States. Catholic Extension works in solidarity with people in America's poorest regions to build up vibrant and transformative Catholic faith communities. With the generosity of individual donors and local and national foundations, we raise funds to help these poor, forgotten and often isolated communities flourish. Annually, Catholic Extension supports over 1,200 programs and projects throughout the U.S., for a total of approximately \$20 million in funding. We invest in:

- **BUILDINGS** by supporting the construction and renovation of churches and church facilities.
- **LEADERS** for the Church by providing education, training and support to seminarians, priests, sisters, deacons and lay leaders.
- **MINISTRIES** by supporting pastoral, youth, young adult, campus and outreach ministries, Catholic schools and religious education.

INSTRUMENTAL ROLE

Reporting to the Assistant Vice President of Development, the Director of Development will join a 20-person Development Department, which includes eight gift officers who focus on major and planned giving and are each responsible for a geographic region of the country. Ideally, the Director of Development for the Northeast Region will be based in New York, Boston, Philadelphia, or Washington, DC. However, Catholic Extension is interested in identifying the best candidate and will selectively consider other locations for the Director of Development's base of operations.

The Director of Development will work in collaboration with the Assistant Vice President of Development and Vice President of Development, as well as with other colleagues in senior administration and in the Development Department, to advance Catholic Extension's major gifts presence in the Northeast Region. Catholic Extension enjoys tremendous areas of existing support in the region, particularly in the New York Tri-state area, as well as significant potential for new donor engagement.

In this role, you will:

- Manage a portfolio of approximately 150-200 individual Major Gift prospects capable of making a gift of \$25,000 or more, either outright or as a pledge to be paid over a period of up to five years. Through personal interactions, the Director of Development will guide the process of identification, cultivation, solicitation, communication and stewardship of donors to meet fundraising goals; and
- exercise high levels of entrepreneurship and self-direction to help grow major gift activity within the region; and
- collaborative with members of Catholic Extension's Board of Governors, as well as with local, regional, and national Catholic institutions and other partners to leverage their respective networks and to devise new fundraising strategies and programs.

A partial list of required qualifications and experience include:

- Bachelor's degree is required; a master's degree and fundraising certification is preferred.
- A minimum of eight years of post-college work experience and at least five years of frontline major gifts fundraising experience, with proficiency in five-figure and above gifts (or equivalent combinations) from both defined and undefined constituencies, including cultivation through closing and stewardship.

DYNAMIC TEAM/COMPETITIVE PAY

Catholic Extension is very proud of its staff as each one contributes to impacting our mission. Our skilled, dedicated and mission-focused team is motivated every day to be a leader in their role to contribute to our mission: Catholic Extension works in solidarity with people in America's poorest regions to build up vibrant and transformative Catholic faith communities. We recruit staff who are hard-working and who have a growth mindset and who genuinely enjoy working together. In our most recent Employee Satisfaction Survey, 100% of survey participants agreed that "Catholic Extension is a great place to work!"

45 full-time employees are based at its headquarters in Chicago or in one of its regional offices. Our talented and experienced staff works in a fast-paced and team-focused culture. We offer competitive salary and comprehensive benefits to include medical, dental, vision, matched 403b, paid time off, holidays, professional development opportunities, office snacks and more.

CORE VALUES

- **Creativity:** We identify and invest in innovative solutions to the challenges that confront our Catholic faith communities.
- **Excellence:** We set the highest standards for every aspect of our organizational life and mission.
- **Trust:** We forge relationships in the spirit of mutual trust.
- **Accountability:** We are committed to our Team Covenant to enable us to fulfill our mission more effectively.

HOW TO APPLY

Catholic Extension has retained **Diversified Search** to assist in this confidential search processes. Inquiries, nominations, and applications (current resume and cover letter) should be directed electronically to: gerard.cattie@divsearch.com

Gerard F. Cattie, Jr.
Managing Director
Diversified Search
The Chrysler Building
405 Lexington Avenue, 49th Floor,
New York, NY 10174
gerard.cattie@divsearch.com | 212.542.2587

Catholic Extension is an Equal Opportunity Employer. Applicants may request any reasonable accommodation that may be necessary to participate in the application process.