

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.

OPPORTUNITY: Director of Development, Midwest Region

OUR 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.

THIS ROLE

Reporting to the Assistant Vice President of Development, the Director of Development for the Midwest Region will be based in Catholic Extension's Chicago headquarters, with proximity and access to the organization's senior leadership, mission team, and support services.

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 Midwest Region, focusing on Chicago. Catholic Extension enjoys tremendous areas of existing support in the region, particularly in Chicago, as well as significant potential for new donor engagement. The Director must be collaborative with other development team members but must also exercise high levels of entrepreneurship and self-direction to help grow major gift activity within each region.

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
- Partner with the AVP of Development in creating an individualized, region-specific fundraising plan for the Director's fundraising goals, including measurable targets and a timetable for achieving them; and
- solicit and secure gifts from new major gifts prospects and current major gift donors to meet annual goals.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- Commitment to and passion for the mission of Catholic Extension; ability to communicate and generate excitement about mission, history, vision, programs, and fundamental strengths. A commitment to and understanding of the mission and teachings of the Roman Catholic Church.
- A highly creative, tenacious, and resilient orientation. Must thrive on developing new methods of engagement and connectivity in the current and post-COVID world.
- Flexible, yet driven, self-motivated and self-directed, with a demonstrated ability to work independently with little supervision or as a member of a team. Excellent organizational and project management skills, with exceptional attention to detail, as well as a process and results orientation; the ability to manage multiple priorities, embracing a philosophy of teamwork and hands-on implementation. A self-starter with a sense of urgency, a clear set of priorities, a strong work ethic, and the ability to adapt to changing circumstances in a highly collaborative environment. Appreciation for customer service and outstanding follow through.
- 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.
- Must have demonstrated ability to think strategically about moving individuals across the spectrum of prospect development, culminating in significant solicitations appropriate to the donor as well as organizational priorities.

- Significant knowledge of the players, strategies, and trends in giving within the Chicago philanthropic community; significant, demonstrated fundraising success within Catholic philanthropy and strong existing connections therein. The ability to penetrate these social networks seamlessly and with aplomb is a must.
- Must have the ability to extract and analyze data to make effective, efficient decisions about donor strategy and process. A working knowledge of modern data management practices and techniques, including database information systems, data modeling, and analysis is preferred.
- Experience identifying, nurturing, and motivating volunteers, and an appreciation for their role in building an effective fundraising network.
- Ability to travel as necessary (up to 25 percent of the time), consistent with public health guidelines.

WORKING WITH US

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!"

48 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

- **Trust:** We forge relationships in the spirit of mutual trust.
- **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.
- **Accountability:** We are committed to our Team Covenant to enable us to fulfill our mission more effectively.

COVID-19

As a precaution of COVID-19, interviews will be conducted virtually and meeting in person as appropriate using masks and social distancing. We are beginning to transition back into our offices safely.

DIVERSITY, EQUITY AND INCLUSION

We recruit, employ, train, compensate and promote regardless of race, gender, sexual orientation, religion, ethnicity, national origin, disability status, age, socioeconomic status and all the other facets of our humanity. Catholic Extension is an Equal Opportunity Employer. Applicants may request any reasonable accommodation that may be necessary to participate in the application process.

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

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