



DIRECTOR, OFFICE OF MISSION ADVANCEMENT

July 8, 2022

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING



BACKGROUND

The Archdiocese of Atlanta encompasses the northern portion of Georgia covering 21,445 square miles. Specifically, it includes the 69 counties north of and including the following counties: Lincoln, McDuffie, Warren, Hancock, Baldwin, Putnam, Jasper, Monroe, Upson, Meriwether, and Troup.

The Archdiocese of Atlanta is a vibrant, diverse, and rapidly growing Catholic community. As of 2020, there are 102 parishes and missions, 293 diocesan and religious priests, 46 seminarians, 18 archdiocesan Catholic schools, 1.2 million Catholics, and 7.5 million people in north central Georgia.

The [history](#) of the Archdiocese goes back the late 1700s. Originally part of the Diocese of Savannah, Atlanta was made a Diocese in 1956 and made an Archdiocese in 1962. The [Province of Atlanta](#) is comprised of five dioceses.

The [Most Reverend Gregory John Hartmayer, OFM, Conv.](#) is the Archbishop of Atlanta.

The [Most Reverend Joel M. Konzen S.M.](#) is an Auxiliary Bishop of Atlanta.

The [Most Reverend Bernard E. Shlesinger III](#) is an Auxiliary Bishop of Atlanta.

General Summary

- The Director, Office of Mission Advancement is responsible for establishing a state-of-the-art development function by building a high-performing development team and successfully installing and maintaining a strong donor database and other analytic research and reporting tools.
- Will develop, direct, and coordinate comprehensive programs that identify potential major donors and sponsors for the Archdiocese of Atlanta.
- In coordination with the development efforts of the Catholic Foundation of North Georgia, is responsible for building a deep awareness of the role of fiscal stewardship in order to gain financial support for the present and future needs of the Archdiocese.

Duties and Responsibilities

- The Director will develop, cultivate, and secure major donors through identifying, building, and retaining key donor relationships.
- Develop and steward a robust pipeline of high-value donor prospects using wealth screenings and other services.
- Oversee the activities of the Stewardship Office, including the design and implementation of the Archbishop's annual appeal, along with the providing of critical tools for parish stewardship success.
- Collaborate with the Foundation in implementing plans for relating with major donors, grass-root donors and partner fundraising.
- Help corporations and institutional donors find meaningful ways to support the Archdiocese in order to create shared value (e.g., cause marketing campaigns, branded product, volunteer opportunities).
- Manage and oversee creation, design, and distribution of donor marketing materials such as impact reports, cultivation pieces and annual reports.
- Provide effective and inspiring leadership by being actively involved in all fundraising programs, services, and communications.
- Work closely with the Catholic Foundation of North Georgia for donors more focused on planned giving than on funding current needs.
- Provide oversight and coordination of GRACE Scholars, Inc.
- Develop a well-functioning support model to assist parishes in a range of local fundraising efforts including local capital campaign efforts.
- Work with the Office of the Archbishop in identifying and supporting development of new initiatives and efforts that support the Pastoral Vision of the Archbishop to serve all the people of North Georgia with programs and social justice activities.

Requirements

- Bachelor's degree
- Committed practicing Catholic with thorough understanding of the practices, principles, and policies of the Roman Catholic Church
- Experienced leader with at least five years' experience in successful fundraising and marketing.
- Experience working with organizations that have a hierarchal structure and multiple locations diverse in geography and constituency
- Clear understanding of the difference between stewardship and philanthropy/development and the importance of constructive partnering
- Demonstrated ability/capacity for networking
- Ability to work in and develop a team-oriented approach to achieving significant results
- Demonstrated successful experience in culture rooted teambuilding rooted in the principles of diversity, equity, and inclusion
- Ability to comfortably engage with high level donors and facilitate relationship building of the Archbishop, Bishops, and Senior Chancery staff
- Knowledge of fundraising database platforms
- Excellent organizational and managerial skills
- Goal and detail-oriented with an entrepreneurial and innovative drive
- Strong verbal and writing communication skills with strong emphasis on speaking and presentation skills
- Ability to work with and understand diverse cultures, backgrounds and traditions in a multicultural society
- Computer literate with strong skills in Word, Excel, e-mail systems and other appropriate programs

Relationships

- Archbishop
- Auxiliary Bishops
- Catholic Foundation of North Georgia
- Members of the Secretariat
- Catholic Charities CEO
- Pastors and Principals of Catholic Schools
 - These relationships are of critical importance to ensure that the activities of the Office of Mission Advancement are conducted in consultation and partnership with all levels within the Archdiocese.
- Close working relationship with and between the Finance and Advisory Council and the Development/Philanthropy Committee

Benefits: Commensurate with background and experience. Highly competitive and comprehensive benefits package. Details are available from Human Resources.

Compensation: \$150,000-\$160,000 (Depending on qualifications and experience)

Application Deadline: September 15, 2022

(Note: We reserve the right to shorten the deadline for applications if we have sufficient interest. Please apply early to ensure your background will be considered.)

For consideration, please email resume to:

Brent Morton
Vice President
Catholic Recruiter Associates
Brent@CatholicRecruiter.com

Note: Only those selected for an interview with the search committee will be contacted.

Search managed by:

CATHOLIC RECRUITER ASSOCIATES

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P.O. Box 967
Ridgefield, CT 06877
Phone: (203) 438-8475
info@catholicrecruiter.com
www.catholicrecruiter.com