



CONGREGATION of HOLY CROSS
UNITED STATES PROVINCE OF PRIESTS AND BROTHERS



DIRECTOR OF PROVINCE DEVELOPMENT

March 12, 2019

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING



CLIENT BACKGROUND

The Congregation of Holy Cross, U.S. Province, Inc. is a community of Catholic, apostolic priests and brothers called by Jesus Christ and by Blessed Basil Moreau to be educators in the faith. Since 1837, the United States Province of Priests and Brothers has educated both the mind and heart through their parishes, educational institutions, and their ministries spanning five continents.

As members of the U.S. Province, we are determined ambassadors of Christ's message. Daily, we commit ourselves to the mission of the Congregation and to the Church so that we can proactively serve others through our ministries in education, parish, and mission. We are a vibrant and committed community thriving today with Blessed Moreau's original zeal to make God known, loved, and served.

The U.S. Province seeks a **Director of Province Development** who is passionately committed to the mission of Holy Cross and the Church and isn't afraid of travel. The Director will be responsible for all of our philanthropic revenue streams, which allow us to educate the mind and heart of individuals all over the world. The Director will plan and organize all fund-development activities that will maximize our impact in the communities we serve.

Essential Duties and Tasks

As Our Chief Development Officer, the Director will:

- Help our donors accomplish their philanthropic goals and ambitions through a relationship with the U.S. Province and its ministries
- Develop and execute the annual development plan
- Generate new ideas that increase philanthropic revenue and donor engagement
- Report on program progress to the Provincial Administration
- Oversee the development budget and ensure we are being good stewards of the Province's resources

The Director of Province Development will get to:

- Maintain long-term relationships with existing donors
- Identify and build relationships with new and prospective donors
- Manage systems and software to track and cultivate donors and prospects, including our donor database and wealth screening tools
- Administer signature fundraising and donor stewardship events
- Make direct, face-to-face solicitations
- Inspire key volunteers to assist in our development efforts through recruitment and training events
- Manage a motivated, dedicated development team to help in the Province's efforts to fulfill the mission of Holy Cross

Ideal Candidate Requirements:

- Possess a Bachelor's Degree and eight to ten years in not-for-profit development. Current CFRE certification is desirable. This means you are well-versed in all areas of charitable giving, including direct mail appeals and premiums, planned giving vehicles such as bequests and charitable gift annuities, and corporate and foundation grant making.
- Capable of enthusiastically leading and managing diverse teams. You're able to motivate your team to initiate and complete projects that will further assist in the cultivation and stewardship of our donors and prospects.
- Actively and consistently listens to all constituents, focuses on our donor needs, and know show to identify mutual benefits. The Director is a superb communicator, capable of compelling audiences through written and spoken exchanges.
- Enjoys travel. The Director is expected to travel up to 50% of the time to better nurture our donors.

Other

Salary:	Salary commensurate with education and experience. This full-time position includes medical insurance and 403 (b) retirement benefits with an employer match as well as a pension plan.
Protecting God's Children:	A criminal background check is conducted for all employees in compliance with the Safe Environment Training Program of the Diocese of Fort Wayne-South Bend.
Equal Opportunity:	The Congregation of Holy Cross, U.S. Province, Inc. is an Equal Opportunity Employer.
Deadline for Application:	May 1, 2019

For consideration, please email resume to:

Patrick J. Lynch
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Search managed by:

CATHOLIC RECRUITER ASSOCIATES

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