



REGNUM CHRISTI  
LEGIONARIES OF CHRIST



# DEVELOPMENT OFFICER

| *April 1, 2025*

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING



## BACKGROUND

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The Mission of the **Legion of Christ (LOC)** along with **Regnum Christi** is to reveal Christ's love, form dynamic Christian leaders of all ages, and build the Kingdom of Christ by helping individuals, couples, and families discover the transforming love of Christ, develop their God-given gifts, experience deep personal encounters with Christ, and bring His love to the world.

We are a passionate and high performing organization, and our team joyfully invites benefactors into our God-given mission to build the Body of Christ. We promote a culture of creativity and collaboration, and we are mission driven to serve our benefactors and evangelize the culture. Results matter for the mission.

Regnum Christi is an ecclesial movement within the Catholic Church and is a federation made up of the Legionaries of Christ, Lay Consecrated Men and Women, and lay members working together to advance the mission. The Legionaries of Christ must raise their own support for their critical mission in the Church. Therefore, it is imperative that we execute a dynamic, results driven fundraising plan to support and build the mission.

## Job Summary:

Regnum Christi/Legion of Christ is currently accepting applications from qualified individuals for the position of Development Officer for the Regnum Christi Federation (RCF).

Reporting to the Chief Development Officer for Legion of Christ and working closely with the broader development team, the Development Officer plays a hands-on role in donor cultivation, fundraising events, and solicitation of support. The Development Officer does what it takes to achieve goals and objectives. This position involves creating strategies to raise funds, cultivate donor relationships, and ensure the financial sustainability of the RCF and its programs. The Development Officer will also be responsible for communicating with and reporting to the leadership of RCF their progress and achievement of agreed upon goals and objectives.

## Responsibilities:

### **Fundraising and Donor Relations**

- Identify, cultivate, and engage current and prospective donors.
- Develop and implement strategies for donor acquisition, retention, and stewardship.
- Build strong, lasting relationships with donors to increase support over time.
- Organize and oversee fundraising campaigns, events, and initiatives.

### **Campaign Management**

- Lead and manage special fundraising campaigns (annual giving).
- Develop compelling messaging and communications to engage donors.
- Analyze and evaluate the effectiveness of campaigns and strategies.

### **Research and Analysis**

- Conduct research on prospective donors.
- Maintain up-to-date donor databases and track donor activity.
- Monitor trends in philanthropy to adjust strategies accordingly.

### **Collaboration and Communication**

- Work closely with other departments to align fundraising goals and efforts.
- Prepare reports and presentations for leadership and donors.

## Qualifications:

- BA/BS, preferably in marketing, sales, or a related field.
- 3 to 5 years professional experience in fundraising, sales, or business marketing. (Prior experience working within the Catholic Church a plus.)
- Solid understanding of basic sales/fundraising principles (preferred).
- Superior communication skills - Telephone, correspondence, listening, and presentation.

- Demonstrated ability to confidently interact with individuals at all levels.
- Demonstrated ability to prepare and present compelling cases for support that incorporate stories of mission success.
- Able to maintain confidentiality and demonstrate sound judgement and discretion.
- Must be able to work flexible hours as well as meet time requirements associated with day, evening, weekend, and overnight visits with benefactors. (5-20% travel)
- Experience in MS Office (required), project management software, and CRM/database applications i.e., Salesforce (preferred).

## Personal Characteristics:

- Optimistic with a solutions-based attitude, exuding joy to the team and donors.
- A gifted “storyteller,” communicator, and presenter, who listens well and is both present-minded and future-focused.
- A strong sense of self-worth and confidence balanced with a sense of humility; the ability to confidently interact with individuals at all levels.
- Passionate about learning and personal growth with the ability to be coached.
- A demonstrated high-level of integrity, guided by a sound set of ethical principles; ability to maintain confidentiality and demonstrate sound judgement and discretion.
- Flexible; ability to adapt to changing and shifting priorities and to work simultaneously on a variety of complex projects.
- Efficient while maintaining a high level of accuracy and attention to detail.
- Enthusiastic about the mission of Regnum Christi/Legionaries of Christ; familiarity with Regnum Christi/Legionaries of Christ (preferred).
- A practicing Roman Catholic is a bona fide occupational requirement of this position.

## Application Process:

To apply, please submit the following documentation, confidentially, and as separate PDF attachments:

- Meaningful cover letter
- Wage expectations
- Current resume

Regnum Christi is an organization full of great people working to achieve the Catholic Church’s modern evangelizing mission. Come join us!

**Location & Travel:** Flexible work hours and ability to work from home with limited office time. 5%-20% travel for visits with benefactors.

**Salary:** Commensurate with background and experience. Generous paid time-off: holidays, vacation, personal and sick time, full employee and family healthcare coverage, and excellent 401(k) retirement savings benefits.

**Application Deadline:** May 15, 2025  
*(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  
Senior Vice President of Recruiting  
Catholic Recruiter Associates  
**[Brent@catholicrecruiter.com](mailto:Brent@catholicrecruiter.com)**

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

Search managed by:



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