



**Executive Director – Catholic Diocese of Madison Foundation, Inc. (CDMF)  
Madison, Wisconsin  
Job Post**

The Catholic Diocese of Madison Foundation (CDMF) is excited to hire a proven leader to guide and supervise the organization’s mission as the next Executive Director. In this dynamic lead role, you will be responsible for all aspects of direction including creation of a strategic vision for growth that will strengthen Catholic ministry diocesan wide.

We are an independent, Catholic 501(c)(3) seeking a motivated thinker who will thrive working with our Board of Directors, talented staff and donors diocesan wide. The ideal candidate will be able to apply their proven business mindset to create and meet growth and financial goals while maintaining a strong Catholic identity for the organization.

This is the ideal opportunity for a faithful professional who is seeking to build upon a successful business development track record and unleash their entrepreneurial mindset to build up the Catholic Church in southern Wisconsin.

**Qualifications:**

- Bachelor’s Degree required with a preferred 5+ years proven development, marketing and management work experience – CFRE certification or advanced degree a plus
- Ability to make oral and written presentations that communicate the goals, objectives, and values of the CDMF effectively
- Communicate and partner with individuals from diverse cultural, educational, ethnic, and economic backgrounds
- Strong collaborator who can work effectively with the Diocese of Madison and other diocesan organizations
- Strong knowledge of approved fundraising tactics and regulatory guidelines for non-profits
- Basic knowledge of finance and fundamentals of estate and planned gifts
- Ability to lead, supervise and motivate internal staff as well as volunteers of other collaborating catholic organizations
- Previous experience in institutional fundraising is highly desirable

**Compensation:** Competitive compensation package including generous benefits. Starting salary will be based on qualifications and experience.

**To Apply:** A full job description and application is available at [www.diocesemadisonfoundation.org/careers/](http://www.diocesemadisonfoundation.org/careers/)