

Archdiocese of Atlanta

Job Posting for

Director of Stewardship:

The Archdiocese of Atlanta has an immediate opening for a full-time director of stewardship and development. The Director is responsible for building, directing and coordinating a comprehensive stewardship and fund development programs of the Archdiocese of Atlanta and its agencies while ensuring implementation of proper planning, communications, stewardship training and fund-raising activities. In alignment with the archbishop's plan and vision of stewardship, this position is responsible for building a deeper awareness of the role of spiritual, practical and fiscal stewardship in support of the needs of the people of the Archdiocese of Atlanta through planning, implementing and evaluating diocesan fund-raising efforts, including the Archdiocese Annual Appeal and provide support for parish capital campaigns. Qualified candidates will possess a bachelor's degree in marketing, business, nonprofit administration/leadership or a related field; five to 10 years of professional management in planning and administering fund-raising programs, supervising staff and working with volunteer groups; experience in stewardship, planned giving, annual and capital campaign; excellent public speaking and written communication skills; ability to effectively supervise others in a style that results in motivated and satisfied employees; proven ability to process varied types of gifts with an extremely high degree of accuracy, and within legally established parameters. Interested and qualified candidates are encouraged to apply by submitting a cover letter (with salary requirements) and resume to David Spotanski, Chief Operating Officer, Archdiocese of Atlanta, 2401 Lake Park Drive SE, Smyrna, GA 30080, or email dspotanski@archatl.com. No phone calls please.

Link to the Archdiocese of Atlanta Job Postings on webpage:

<https://archatl.com/offices/human-resources/job-openings/>