



Mission Director: Advancement

Holy Apostles Catholic Parish is seeking a Mission Director: Advancement to promote and champion the parish mission in collaboration with other staff. This position is responsible for communicating the parish mission, cultivating and stewarding relationships with donors, and implementing diverse development strategies to advance the parish mission and sustain the work of parish ministries. The director will be both bold and strategic yet able to work with details in order to establish and lead a best-in-class mission advancement program.

This is a full-time position, with regular evening and weekend hours required.

Responsibilities

- Develop, implement and lead the strategic advancement program
- Coordinate the formation of parish and school leadership in advancement activities
- Benchmark with other organizations that match our funding and engagement priorities
- Ensure the proper balance of financial giving to sustain the mission
- Implement donor cultivation programs to discover, qualify, cultivate, brief, solicit, and steward donors of all giving abilities.
- Clearly articulate annual and long-term goals for the parish and school in collaboration with pastor and principal
- Select, supervise and evaluate advancement staff and ministry members

Qualifications

- Demonstrated success in providing strategic direction, leadership and operational management of successful generosity, grants, and/or major gifts programs.
- Self-starter with exceptional communication and follow-up skills.
- Strategic visionary with tactical prowess.
- Relational ability to listen to and develop others' stories and cascade mission impacts widely.
- Efficient time management and program management skills through delegation and use of technology.
- B.A. in related field or 3-5 years' relevant experience.
- Proficiency with Microsoft Office, video conferencing, and development software.
- Having completed or willing to complete the Safeguarding All God's Children certification class.



Compensation

Type

Annual

Notes

Additional Information

Start Date

2021-11-15

Location

Holy Apostles - New Berlin (M21)

Department

County

Waukesha

Job Category

Parishes - Office/Clerical

Employment Type

Full Time

Notes

To Apply

Instructions

To apply, please submit letter of intent, resume and employment application to HR@hanb.org.

Contact Name

Kari Rikkola

Address

16000 W. National Avenue
New Berlin, WI 53151

Email

hr@hanb.org

Phone

2627540172

Fax