

Development Manager

Join Our Mission to Renew Lives

The Franciscan Renewal Center (FRC) is a nonprofit Catholic retreat center and home to Our Lady of the Angels Church, located in Paradise Valley. Founded in 1951 by the Order of Friars Minor, with a mission of “renewing lives through spiritual growth, healing, transformation, and service to others.” The FRC is home to an active religious community and a ministry of the Order of Friars Minor in collaboration with the Diocese of Phoenix.

Our work includes:

- Dynamic faith community at Our Lady of the Angels Church
- Retreats, faith formation, and spiritual education
- Counseling, therapy, and support groups
- Service and outreach programs for the poor and vulnerable
- Meeting and Conference space for faith-based and nonprofit organizations

We are seeking a Development Manager to play a pivotal role in driving our mission forward.

The Development Manager is an integral part of our dynamic Development Team, working to engage donors, strengthen relationships, and grow financial support for the FRC’s mission. This role requires a relationship-driven, experienced non-profit and/or faith-based development professional eager to connect individuals and organizations to our ministry.

KEY RESPONSIBILITIES:

- Manage a portfolio of 250 constituents, including donors, business leaders, and community members, cultivating meaningful relationships and soliciting gifts.
- Use your creativity and experience to develop and implement engagement strategies that inspire donors to support the FRC’s mission.
- Steward and document donor relationships through our donor database, ensuring accurate and timely records.
- Support the monthly Discover the Vision Tour, providing an immersive introduction to the FRC’s mission and impact.
- Collaborate with the Development Team to ensure the success of fundraising campaigns and the annual appeal.
- Stay informed on best practices in fundraising and donor engagement to enhance efforts.

QUALIFICATIONS:

The ideal candidate has a heart for ministry and a track record of building relationships and inspiring generosity. They understand and are able to work within the Catholic and Franciscan Renewal Center values.

- Bachelor’s degree required.
- Minimum of 3 years of fundraising experience, including donor cultivation, gift solicitation, and stewardship.
- Demonstrated success in securing gifts and maintaining strong donor relationships.
- Exceptional communication and interpersonal skills, with the ability to connect authentically with people from diverse backgrounds.
- Strong organizational skills with the ability to manage multiple priorities effectively.
- Proficiency in Microsoft Office and donor management software.
- Commitment to the mission and values of the Franciscan Renewal Center and ability to support its outreach and development efforts.

- Ability to articulate a clear understanding of the Catholic faith and to serve as a committed witness to its mission. WORK ENVIRONMENT:
- Full-time, on-site position requiring in-person donor engagement and events.
- Must be comfortable leading tours of our 25-acre campus and performing occasional administrative tasks.
- Standard office environment with routine use of computers, phones, and other office equipment.
- Occasional evenings and/or weekends during community events.
- Ability to attend a portion of weekend services each month.

Salary for the position will be determined based on the candidate's experience level.

Benefits include comprehensive employer-sponsored health, life, and disability insurance, an employer-matched 403b retirement plan, 15 days of paid time off, plus 9 paid holidays, paid sick time, and opportunities for paid retreat and professional development leave.

Why Join the FRC?

This is more than a job—it's a vocation. By joining the FRC, you become part of a faith-filled, mission-driven community committed to making a difference in people's lives through the power of spiritual renewal and service.

Apply today and be part of something truly meaningful, and bring your talents to a ministry that transforms lives.

About FRANCISCAN RENEWAL CENTER INC

Join our mission and be part of our story: In 1951, the Casa de Paz y Bien began as a Catholic retreat center in Paradise Valley, Arizona. Now, as the Franciscan Renewal Center (still affectionately called the Casa), a Catholic non-profit, we offer opportunities in support of our mission for spiritual growth, healing, and transformation, and service to others. The Casa was founded by, and is today, an active religious community of the Order of Friars Minor, following the footsteps of Saints Francis and Clare of Assisi. The Casa works cooperatively with the Diocese of Phoenix and has a thriving community within Our Lady of Angels Church.

Apply [HERE](#)