

Position Title: Congregational Director of Mission Advancement

Organization: Sisters of St. Francis of the Neumann Communities (Syracuse, NY)

AFP WNY Post Date: 09/26/2018

The director of mission advancement is responsible for (1) establishing the structure and effectiveness of the mission advancement department, (2) planning, organization, direction and coordination of mission advancement programs/activities, (3) development and implementation of, and direct participation and responsibility for, a major gifts fund-raising program for the Sisters of St. Francis of the Neumann Communities, and (4) management of the mission advancement staff and their adherence to the departmental goals. Position is located in Syracuse NY.

In light of our recent reconfiguration, the director will evaluate and propose recommendations related to a congregational donor program, our multiple locations, the departmental staffing and the database software. Responsibilities will also include the formulation, recommendation, implementation, and oversight of mission advancement programs in order to advance the community's mission and our regional philosophies and to enhance financial sustainability in support of our sisters and their ministries. The director interfaces with leadership and the offices of communications and finance and must be willing to travel extensively in order to meet donors, attend meetings and handle mission advancement business in each region. Goals will include the development of a case statement (in collaboration with leadership, finance and communications) and a strategic plan.

Qualifications:

- Bachelor's degree in applicable field; current CFRE certificate (preferred)
- Minimum of 5-years' senior experience (proven expertise in leadership role) and demonstrated effectiveness in non-profit fundraising and major gifts
- Expertise in organizational and fund development, high-level strategic planning and project management
- Strong leadership skills; ability to foster collaborative relationships; self-starter; team player, utilizing a collaborative style of decision making
- Excellent writing, verbal and interpersonal communication skills
- Highly organizational, detail-oriented, time management and problem-solving skills
- Ability to adapt to changing environments with evolving systems and structures in religious life
- Personal integrity, sound judgment and commitment to ethical principles
- An imaginative, creative, dynamic development professional with a passion for our mission
- Preferred - knowledge of Catholic fundraising and culture or sincere willingness to learn
- Valid driver's license and ability to travel (35-55%)
- Experience in sound financial management practices, including budget and fundraising analysis
- Computer proficiency with electronic mail, internet and office software

TO APPLY:

Email cover letter, salary history and resume to: JYERMAS@SOSF.ORG