



Diocese of Wilmington

Serving God's people in Delaware and Maryland's Eastern Shore

**Director of Development
Catholic Diocese of Wilmington
Wilmington, Delaware
<https://www.cdow.org/>**

THE INSTITUTION

The Roman Catholic Diocese of Wilmington, encompassing the state of Delaware and the nine counties of the Eastern Shore of Maryland and serving over 200,000 Catholics, is a believing community, professing its faith in God who is Father, Son and Holy Spirit.

The Diocese and each parish must secure the resources necessary to fulfill the Church's mission, which is to worship God, proclaim the Gospel, to celebrate community and to serve our sisters and brothers. The diocesan development office assists in fulfilling these responsibilities by encouraging all of the faithful to care for others and share with them the resources entrusted to them by God (stewardship). The Diocese also sponsors programs that will promote the long-term growth and vitality of the Church (development).

The Office of Development promotes Christian stewardship and development through programs such as the Annual Catholic Appeal, Vision for the Future (Education Trust Fund), Time/Talent/Treasure/Offertory programs and capital stewardship programs.

Gifts to the Annual Catholic Appeal help more than 30 ministries of the Diocese that provide thousands of meals for the hungry, shelter services for the homeless, care for the elderly and infirmed, mental health counseling for the emotionally vulnerable, religious instruction for children and adults, activities for youth, addiction counseling, services for migrants and immigrants, marriage preparation, chaplains for hospitals, deacons' ministry in parishes, pro-life activities and aid for expectant mothers.

Through the Diocese of Wilmington's Education Trust Fund, Vision for the Future, tuition assistance is offered to children attending Catholic elementary and secondary school whose parents struggle to afford the full cost of tuition. Funds held within the Trust and restricted to the support of tuition assistance combined with those raised through the annual diocesan Share in the Spirit collection are distributed annually.

For additional information, please visit their website at <https://www.cdow.org/>.

THE POSITION

Reporting to the Vicar General, the Director of Development develops short- and long-term objectives and strategies to meet both the short- and long-term funding needs of the Diocese supporting the pastoral, educational, and social/charitable ministries. The Director's focus will be on developing relationships and support throughout the Diocese while overseeing the Office of Development which includes all fundraising efforts, annual giving, planned giving, major gifts, data management, events, and capital campaigns. The Director will be responsible for identifying, researching, and spearheading the implementation of a diverse and multifaceted fundraising program to support the Diocese's strategic vision, cultivating a culture of giving and gratitude across all constituencies.

Specific Responsibilities

- Plan, design, implement, coordinate and manage a comprehensive development program that is consistent with diocesan objectives and the Bishop's priorities and secures the financial support for current and future needs of the Diocese, including its parishes, schools, and other agencies.
- Responsible for all facets of the development program including, but not be limited to, the Bishop's Annual Catholic Appeal, Share in the Spirit, Vision for the Future Tuition Assistance Program, planned giving, and future diocesan capital campaigns.
- Provide assistance, expertise, guidance and support for development activities to diocesan parishes, schools and other institutions such as offertory enhancement, capital campaigns, and fundraising.
- Strengthen relationships with Pastors, parish staff and other constituencies of the Diocese.
- Discover, cultivate, and motivate potential major and planned gift donors to secure present and future gifts.
- Supervise, lead, train, and coach the staff of the Development Department including Catholic Charities' Fund development and Community Relations Associate.
- Facilitate the leadership giving society, Circle of Honor, identifying new members and coordinating donor recognition events.
- Initiate new and creative ways to engage donors utilizing technology and social media.
- Plan, prepare, and administer office budget.
- Research, select, and oversee consultants engaged to provide additional assistance with future diocesan capital campaigns and other major fundraising efforts.
- Produce relevant and informative fundraising literature and electronic media that effectively communicates diocesan mission.
- Collaborate with the communications office to create fundraising-related communication materials to expand and enhance the Diocese's visibility and reputation.
- Serve as liaison in public relations and development between administration, parishes, and community at large.
- Engage and collaborate with members of the senior leadership team to coordinate efforts and meet overall goals.
- Be a role model for integrity, fiscal responsibility, ethical behavior and managerial excellence that supports the mission of the Diocese of Wilmington.
- Accept other duties as directed by the Bishop and Vicar General.

THE CANDIDATE

The Director of Development must have an understanding of and passion for the goals and mission of the Catholic Diocese of Wilmington and a commitment to the people of Delaware and Maryland's Eastern Shore. The ideal candidate is an experienced fundraising strategist and relationship builder with a history of innovation in fundraising and donor development to support the future of the Diocese. The ability to effectively articulate specific fundraising goals and motivate and manage a team to achieve those goals will be essential to the success of the incoming Director. The successful candidate must have a track record of experiences that include knowledge of strategies and best practices proven effective in donor engagement and fundraising efforts, coupled with proven success implementing a goal-oriented, metric-based program utilizing data to determine goals and evaluate success. The new Director of Development will be a visionary, collaborative leader and outstanding communicator who clarifies goals, builds teams and cultivates trust while at the same time demanding accountability.

Qualifications

- A demonstrated commitment to the mission of the Catholic Diocese of Wilmington.
- Minimum of five years of a wide range of development experience with a viable nonprofit organization; or equivalent combination of experience and education.
- Demonstrated capital and annual fundraising experience with the ability to consistently mobilize public support for fundraising activities.
- Strong leadership and management skills, both strategic and tactical, and an ability to build and mentor an effective team, while engaging and staffing volunteers.
- Broad exposure to all facets of development, including data management and analysis, annual giving, major gifts, planned giving, and capital campaign planning and implementation.
- Experience designing and executing donor identification, cultivation, solicitation, and stewardship strategies.
- Possess a demonstrated record of closing major gift solicitations.
- A creative approach to involve and solicit major donor prospects and possesses the ability to motivate donors and educate senior leadership in advancement best practices.
- Knowledge in planned giving and tax laws.
- Basic understanding of marketing, public relations, advertising, and promotions.
- Possess superior communication skills to express, orally and in writing the Catholic Diocese of Wilmington's mission, vision, and goals with clarity, passion, and persuasion.
- Evidence of understanding and the ability to articulate the accomplishments and goals of a complex organization, along with sound judgment skills necessary for establishing and maintaining effective personal relationships with donors, clergy, parishioners, and staff.
- Must be detail-oriented, innovative, entrepreneurial, goal-oriented, collegial, and collaborative.
- Self-starter with experience managing multiple projects simultaneously and meeting continuous deadlines.
- Demonstrated ability to perform duties with a high level of professionalism, enthusiasm, flexibility, discretion, judgment, diplomacy, and tact.
- Self-confidence, humility, integrity, warmth, and a flexible personal style.
- Proficiency with Microsoft Office Suite, social media, and experience with documenting appropriate information in a donor management database system.
- Demonstrated integrity, confidentiality and sensitivity with information and data.

- Practicing Catholic with a deep-rooted commitment to Catholic values.
- Bachelor's degree required; master's degree preferred.
- Willing and able to travel within the footprint of the Diocese of Wilmington.

For inquiries, nominations and applications please contact:

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