



Position: Director of Advancement

Notre Dame-Cathedral Latin School (NDCL) in Geauga County, a Catholic, coeducational college preparatory school sponsored by the Sisters of Notre Dame, seeks a successful, dynamic and mission-oriented Director of Advancement with proven experience as a major gifts officer.

In addition to collaborating with an engaged President, the Board of Directors, and the Board Advancement Committee, the Director of Advancement devotes at least 50% of his/her time cultivating and soliciting major donors. The Director of Advancement supervises a staff of 3 individuals and provides strategic direction for all fundraising, marketing and public relations events and endeavors. A team-building style with a demonstrated ability to lead and energize staff is essential to this position.

The preferred candidate requires background with a strong annual giving program, including leadership level giving. Capital campaign experience is a plus since NDCL is currently engaged in a successful \$4.5 million campaign which has attained more than half of its goal in just over three years. Five to ten years of progressively greater fundraising responsibility, with at least five of the years in a leadership role in an area of fundraising or foundation management, is the minimal expectation for a successful candidate. A bachelor's degree is required.

Please email resume with cover letter to jacquelyn.gusdane@ndcl.org. Salary and benefits are competitive with strong fund development programs in NE Ohio. Please do not call.