

Associate Director of Engagement | Catholic Charities Fort Worth | Wichita Falls, TX Office

Do you see every day as a new day to engage with and influence others for good? Do you have the ability to connect people to opportunities they never considered before? Have you been described as highly competitive and are you interested in using that quality to benefit the clients we serve? Are you motivated by challenging goals? Are you passionate about using your talents and skills to advance a mission to serve those in need?

If this sounds like you, keep reading.

Catholic Charities Ft. Worth is looking for a persuasive, engaging, and dependable **Associate Director of Engagement** to invite community members to offer their time, talents, and resources in support of our goal of ending poverty. This role requires resourcefulness, flexibility, and integrity while representing our agency's mission and values in the community.

What will you have the opportunity to do as an Associate Director of Engagement?

- **Learn and Implement a Proven Fundraising Model:** You will have the opportunity for ongoing training and growth utilizing the proven Benevon® fundraising model used by over 4500 organizations and expanding throughout our agency as a whole. Following this tried and true model, you will invite community members to join our mission.
- **Cultivate and Engage Community Individuals:** Using your confidence and initiative, you will implement strategies for identifying, cultivating, and engaging prospective donors. Knowing your prospective and current donors, you will continually connect them to our mission and offer opportunities for further engagement. Maximizing opportunities both in the community and with current donors, you will invite others to connect with our mission. You will implement our plan for sharing our mission with the community and engaging individuals in our mission to become donors. You will offer excellent communication with donors, responding appropriately to concerns and requests.
- **Raise Resources:** Your passion for our mission to end poverty one family at a time will inspire others. Your excellent communication skills and follow-up will lead to engagement and giving. Your detailed follow-up and entry of donor information into our database will ensure a smooth transition to a fund developer. You will enthusiastically participate in special event fundraisers and regular donor engagement activities. You will work diligently to meet both individual and team goals, working effectively with all members of the team to grow our donor base.
- **Engage in Effective Networking:** You will strategically attend events and other opportunities to connect with the community - raising awareness of our mission, developing mutually beneficial relationships, and connecting others to involvement opportunities. In addition, you will cultivate strong internal relationships with members of your team and other agency programs, building a strong understanding of agency programs/services and establishing strong, collaborative relationships with the ultimate goal of donor engagement.

QUALIFICATIONS:

- Bachelor's degree and at least 2 years' experience in donor or volunteer engagement OR a combination of relevant education and experience preferred
- Willingness to learn and follow proven Benevon® fundraising model
- Excellent organizational, interpersonal, and English communication skills
- Project management experience a plus
- Reliable transportation and valid driver's license; willing to transport others in personal car

WORK HOURS AND LOCATION

Hours: 8:00 am to 5:00 pm, Monday through Friday

(Note: This position may require flexibility to work various hours and occasional weekends, as events and meetings warrant.)

Location: Wichita Falls: 907 Holliday Street, Wichita Falls, TX 76301

COMPENSATION AND BENEFITS

Catholic Charities Fort Worth offers a variety of benefits to our staff including medical, dental, vision, and life insurance. Our employees can participate in a retirement plan with a generous match. A progressive paid leave plan allows you to earn more time off the longer you are employed and we provide paid time off for designated holidays. We also offer flexible work schedules and a friendly, supportive environment. This position is non-exempt with an hourly range of **\$21.00-\$21.64** based on skills and experience.

TO APPLY

For consideration, all applicants must apply and submit their resume and cover letter through the employment page on our website: www.catholiccharitiesfortworth.org. Click on **"Employment"** to visit our career page. Select the job posting and click the **"Apply"** button at the top right of the posting. Please complete all fields with relevant information requested.

*****Internet Explorer versions 9 & 10 are not compatible with our system. In order to apply, please use Internet Explorer 11, Microsoft Edge, Firefox 45 and higher, Chrome 50.0 and higher, Safari 8.x, or Safari 9.0.**

Applicants must also complete a work traits survey via this link. **Resumes received without being accompanied by a completed survey will not be considered.** Due to the volume of responses, only qualified parties will be contacted. **No phone calls, please.** Catholic Charities Fort Worth is an equal opportunity employer.

Please note: Both the application site and work traits survey site require the creation of a user name and password. These are separate sites.

ABOUT US

Catholic Charities Fort Worth (CCFW) is an enterprising nonprofit with a belief that ending poverty is possible. Our diverse services, poverty solutions, and income-generating social enterprises help tens of thousands in our 28 county diocese each year, most of whom are the working poor, some of whom are even Catholic. We strategically challenge the way poverty is addressed nationwide by scrupulously testing our own case management methods through research partnerships, exporting our known-solutions to other non-profits, and serving as a resource for what works on Capitol Hill. We invite you to come and check out our nonprofit 2.0 approach. For more information, please visit us at www.catholiccharitiesfortworth.org.