

Director of Institutional Advancement Calvert Catholic Schools – Tiffin, Ohio

The Calvert Catholic Schools are seeking an energetic and enthusiastic development professional to lead, coordinate and execute our development and marketing efforts. These efforts include: annual giving programs, which includes our major donors, the Annual Fund, planned giving, and corporate and foundation grants. Experience in fundraising, donor cultivation, annual campaigns, marketing, grant writing, special events and volunteer management as it relates to fundraising is preferred. Previous experience in the use of Blackbaud eTapestry, social media and websites is also preferred. Excellent organizational, written and oral communication skills are required. Some travel, nights and weekends. The Director of Institutional Advancement is a member of the Calvert Administrative Team. Compensation commensurate with experience.

If you are interested in applying, submit a Cover Letter, Resume, and References to:

Michael Kaucher
Superintendent
Calvert Catholic Schools
152 Madison Street
Tiffin, OH 44883
mkaucher@calvertcatholic.org