



Development Director Position Description

Position Summary

Esto Vir, Inc. exists to reclaim the world for Christ. We help men become better husbands, fathers and disciples. We are a 501c3 non-profit focused on serving men in the Diocese of Green Bay, Wisconsin. The Development Director fosters relationships with our mission partners and coordinates all advancement efforts for the apostolate to meet our annual and long-term development goals.

Primary Objectives and Responsibilities

- Raise funds necessary to continue building our apostolate.
- Build and maintain relationships with mission partners (donors/sponsors).
- Secure sponsorships for major events, such as our annual diocesan conference.
- Meet with at least 15 mission partners/potential mission partners each month.
- Maintain a home office and personal vehicle to travel primarily within the Diocese of Green Bay.
- Communicate proactively with current and prospective mission partners.
- Manage our CRM database and mailing list.
- Publish an annual report for donors.
- Represent the organization at various networking events.
- Plan and coordinate fundraising events and donor appreciation events.
- Manage grant application efforts.
- Manage quarterly appeal letter campaigns.
- Assist with marketing and promotional efforts.
- Assist with other apostolate events and activities as needed.
- Other duties as assigned.

Qualifications & Experience

Required

- Practicing Catholic in good standing with the Church. Having a devoted life of prayer is essential.
- Strong alignment with the mission of forming Catholic men for holiness and leadership.
- Proven experience in sales, fundraising, project management, marketing, and/or ministry.

Preferred

- Experience working with parishes, diocesan structures, or Catholic apostolates.
- Familiarity with event planning, social media, and grant applications.
- Experience using CRM tools, in particular Bloomerang.

Compensation

Commensurate with experience.

How to apply:

- Please provide a resume and cover letter explaining your interest in this position.
- Please also include three references.

Send applications or inquiries to: kpetrie@estovir.com