



Regional Gift Planning Advocate

Who We Are

The Northland Catholic Community Foundation has a bold vision to advance the lives and the mission of Jesus Christ. Our mission is to accompany individuals to grow deeper in love with Christ and the Church by inviting them to invest God's gifts in gratitude and joy. Northland Catholic Community Foundation invests God's gifts in a uniquely Catholic way, stewards those gifts for eternity, creates donor-directed relationships based on trust and builds a legacy that is sustainable and fruitful.

What You Will love

You will love working from home and managing relationships for a group of assigned donors resulting in current gifts and future estate gifts as designated by the donor. You will advocate for donors while discovering, cultivating, inviting, and stewarding gifts. You will be supervised, advised, coached, and mentored by the NCCF Executive Director. The successful candidate must be willing to exercise servant leadership, make mistakes, ask forgiveness, grow together, and change people's lives with Christ for generations through donor-directed giving.

What You Will Do

- **Multiply** – disciples who grow in their understanding and experience of living a Christian stewardship way of life – seeing all as a gift from God and responding by sharing God's gifts with gratitude and joy.
- **Collaborate** – with a growing team and in partnership with parishioners, pastors, principals, parish councils, and diocesan leaders.
- **Advocate & Manage** – all aspects of individual donor relationships. Through personal contact you will inform, engage and cultivate current and prospective major and planned gift prospects in the Diocese of Crookston and the greater Catholic Church.
- **Solicit** – single and multi-year current gifts and develop relationships that result in charitable estate gifts as directed by the donor for the missions and ministries they desire to bless.
- **Communicate & Manage** – regional, annual, stewardship, capital, and endowment appeals via all channels, ensuring internal and external communications are proactive, faith-filled, fruitful and unitive.
- **Research** – Conduct appropriate and ethical research to identify and qualify prospective donors.



What You'll Need

The Gift Planning Advocate will have strong written and verbal communication skills. You will have a willingness to be coached and maintain a “whatever it takes” mentality combined with a “no task is too big or too small” attitude to succeed in this role. As part of a growing team, you need to be generous, joyful, celebrate success, take the initiative, work hard, collaborate and rest well. The successful candidate will love the mission of the Church, especially local missions and ministries, and bringing the best out of others.

The position consists of managing a five-day schedule, offering availability outside of regular business hours when necessary, including some weekends and evenings.

As A Gift Planning Advocate You Must:

- Live stewardship as a way of life and grow in extraordinary generosity.
- Be open to personal, professional, and spiritual growth.
- Maintain an exceptional level of authenticity and confidentiality.
- Be able to laugh at self and be magnanimous, vulnerable, curious, and tenacious.
- Affirm and encourage others.
- Possess proactive organizational time management skills.
- Have engaging communication and interpersonal skills.
- Aspire to master Microsoft Products and other necessary technologies.
- Be flexible and travel when necessary.

Your Benefits

This is a regional work-from-home position. Single and family health insurance available with HSA and FSA options; Single or family dental options; Vacation, sick, holiday, holy day, bereavement, and retreat days; Employer-paid life and long-term disability insurance; Employer-paid retirement and optional 403(b) plan.

To Apply:

Prayerfully consider your future and submit a cover letter and resume with references to Joe Lichty at Northland Catholic Community Foundation via jlichty@crookston.org. The position is open until filled.