Director of Major and Planned Giving

Priests of the Sacred Heart

Location: Development Office
Position Type: Full-Time, Exempt | Travel Required

About the Opportunity

The Priests of the Sacred Heart is seeking an experienced and mission-driven **Director of Major and Planned Giving** to lead a comprehensive program that secures major, planned, deferred, and blended gifts in support of the organization's mission and strategic priorities.

This position develops donor-centered fundraising strategies, manages a portfolio of qualified prospects, oversees planned giving administration and marketing, and builds meaningful, long-term relationships with donors, families, and professional advisors.

Key Responsibilities

- Develop and implement annual and long-term major and planned giving strategies, goals, budgets, and performance measures.
- Manage a portfolio of qualified prospects through identification, cultivation, solicitation, and stewardship.
- Build trusted relationships with donors, family members, attorneys, financial advisors, and other representatives.
- Prepare donor proposals, gift illustrations, cultivation materials, acknowledgments, and contact reports.
- Coordinate the review, documentation, tracking, and administration of estates, trusts, charitable gift annuities, bequests, and other planned gifts.
- Monitor open estates and planned gift commitments to support appropriate follow-up and distribution.
- Lead planned giving marketing efforts, including letters, newsletters, brochures, articles, website content, and other donor communications.
- Oversee planned giving software and website resources.
- Partner with advancement services on prospect research, donor records, reporting, gift acknowledgment, and data integrity.
- Coordinate donor visits and events, including occasional evening and weekend activities.
- Maintain accurate and confidential donor records and protect donor intent, privacy, and trust.

Required Qualifications

- Bachelor's degree in fundraising, business, communications, nonprofit management, or a related field, or an equivalent combination of education and relevant experience.
- At least 10 years of progressively responsible fundraising or development experience, including major or planned giving.
- Demonstrated success cultivating, soliciting, and stewarding significant gifts.
- Working knowledge of estate planning concepts, charitable gift vehicles, and donor-centered fundraising practices.
- Experience with donor databases, planned giving software, Microsoft 365, and reporting tools.
- Strong written, verbal, presentation, relationship-building, and project-management skills.
- Ability to handle sensitive financial and family matters with tact, discretion, integrity, and sound judgment.
- Ability to travel locally, regionally, and nationally and work occasional evenings or weekends.
- Valid driver's license.

Preferred Qualifications

- Experience working in a nonprofit, faith-based, or mission-driven organization.
- Experience with Crescendo, Studio Enterprise, or comparable fundraising systems.
- CFRE, CGPA, CAP, or a comparable professional credential.

About Us

The Priests of the Sacred Heart (Dehonians) is a Catholic religious community dedicated to serving the Church through ministry, education, and mission. Rooted in a spirituality of love inspired by the Sacred Heart of Jesus, the Development Office supports a variety of ministries across North America and contributes to a global religious community.

How to Apply

Please apply through the formal job posting listed on Indeed.com

Equal Employment Opportunity

The Priests of the Sacred Heart provides equal employment opportunity in accordance with applicable law. Qualified applicants must be able to perform the position's essential

functions, with or without reasonable accommodation. Applicants may request a reasonable accommodation through Human Resources.