



Central Association *of the* Miraculous Medal

Philadelphia, PA
Director of Institutional Advancement
www.cammonline.org

THE INSTITUTION

Founded in 1915, the Central Association of the Miraculous Medal (CAMM) is dedicated to spreading devotion to Mary Immaculate and her Miraculous Medal, supporting the promotion of this devotion, helping the formation and education of seminarians, providing care to the aged and infirm Saint Vincent de Paul priests and brothers of the Vincentian Eastern Province, and supporting programs that provide assistance to the poorest of our brothers and sisters in Christ.

The Shrine of Our Lady of the Miraculous Medal located in the heart of Philadelphia provides visitors a sanctuary for prayer, meditation, and pilgrimage to God and to Our Blessed Virgin Mary, as well as the opportunity to enjoy the Museum's historical collection of Marian and religious artwork.

The Central Association of the Miraculous Medal has four central purposes that define their driving mission:

- To render honor to Mary Immaculate and to encourage the use of her Miraculous Medal with prayers and devotions to her, under the title of Our Lady of the Miraculous Medal.
- To support the education and formation of men for the priesthood and brotherhood in the Congregation of the Mission.
- To support the aged and infirm Brothers and Priests of the Eastern Province of the Congregation, the parent body of The Central Association of the Miraculous Medal.
- To support the apostolic works of the Vincentian Eastern Province on behalf of the charity and service for the poor in our community.

Leadership

Mary Jo Timlin-Hoag – Senior Executive Director

Mary Jo Timlin-Hoag brings more than three decades of leadership experience in the area of Operations, Strategy, Program Development and Employee Engagement, as well as experience in Contract Negotiations, Change Management, and Organizational Development.

Prior to joining CAMM in early 2018, Mary Jo served in leadership roles at Aetna, GE Healthcare, General Motors, McKesson, Medscape and the Children’s Hospital of Philadelphia. She is actively involved in numerous community efforts, including serving on charitable boards throughout her career. She is a member of the Greater Philadelphia Business Coalition on Health, Children’s Healthcare Association, the American Nurses Association, and the Pennsylvania State Board of Nursing. She is a past board member of the American Living Donor Network. She also holds certification in project management and is Six Sigma certified. She attended Penn State University and is a graduate of the Executive Leadership Program at the Wharton School of the University of Pennsylvania.

For additional information about CAMM, please visit www.cammonline.org.

THE POSITION

Reporting to the Senior Executive Director, the Director of Institutional Advancement will create and implement a comprehensive development program to secure the financial resources required to support the mission of the Central Association of the Miraculous Medal. The Director is responsible for creating fundraising strategies that increase support from individuals, corporations, foundations and other sources, and also plays a key role in identifying, cultivating, soliciting and stewarding major donors for capital campaigns and special projects. The Director’s focus is to spearhead development efforts and build a culture of philanthropy among all constituencies.

Specific Responsibilities

- Provides leadership and vision to establish and maintain both short- and long-range goals for cultivation, stewardship, annual and capital fundraising, and planned giving that will increase the culture of philanthropy across all constituencies of the organization.
- In conjunction with the Senior Executive Director and the Board, establishes and implements a cohesive and forward-thinking advancement strategy and deliverables to provide financial resources in support of the mission of CAMM and the Vincentians.
- Plans, designs and implements a donor research and prospect management system which identifies leadership giving prospects/donors and provides accurate and detailed information in order to cultivate donors in an appropriate and timely manner.
- Seeks philanthropic support through annual giving, direct mail, memorials, grants, special events, capital campaigns, planned giving and various other programs.
- Participates in top-level fundraising activities, gift acceptance and recognition activities; cultivates effective relationships with current and potential donors.

- Prepares and collaborates with the Senior Executive Director on key issues including all aspects of prospect engagement, solicitations, and stewardship, Board membership and external relations.
- Provides oversight of the design, development and administration of the donor information system.
- Creates and implements a system of stewardship and gift recognition that connects donors with the impact of their generosity and inspires continued involvement with the mission of CAMM, including impact reports, events, letters, receipts and other appropriate acknowledgements.
- Establishes, maintains and develops the necessary volunteer groups and committees to enhance and maximize fundraising initiatives and build donor engagement.
- Working with the Marketing and Communications team, collaborates on the development of informational materials relating to all development activities.
- Monitors progress toward annual and long-term goals; implements corrective action when necessary.
- Leads the Development team and provides strategic direction to and management of staff.
- Develops and manages annual departmental budget based on organization's strategic goals and objectives.
- Performs other related duties as assigned.

THE CANDIDATE

The Director of Institutional Advancement must have an understanding of and a passion for the mission of CAMM. The ability to develop and articulate specific fundraising goals will be essential to the success of the incoming Director. The Director must have a track record of measurable results in directing and executing a comprehensive development program, including major gifts, annual giving, planned gifts and corporate and foundation relations. Effectively partnering with the Senior Executive Director to strategically move the organization forward will be critical to the success of the candidate.

Qualifications

- Appreciation and passion for the mission of CAMM and a sound working knowledge of the Catholic faith and Church hierarchy.
- Must be a practicing Roman Catholic who upholds the teaching and traditions of the Catholic Church.
- Minimum of 10 years of experience managing institutional development programs, budgets, and personnel, in a nonprofit environment; experience building a development program a plus.
- Successful track record of measurable results in organizing and implementing fundraising activities in major gifts, annual appeals, grant writing, corporate and foundation giving, direct mail and special events.
- Extensive experience in personally identifying, cultivating, soliciting and stewarding individual donors, corporations and foundations.

- Demonstrated leadership and effectiveness in developing and accomplishing organizational and financial goals.
- Success with a relationship-building and a stewardship-oriented approach to cultivating donors, current and prospective donors and all potential philanthropic partners.
- Strategic planning and decision-making capabilities based on research, analysis and sound judgement to be applied toward the development of an innovative advancement program with the leadership necessary to ensure its successful implementation.
- Experience with technology, social media resources and donor-related software.
- Must be a self-starter with an entrepreneurial spirit, innovative and able to set priorities.
- Ability to manage staff in a changing environment.
- Excellent interpersonal, management and organization skills.
- Superior communication skills to express, orally and in writing, CAMM's mission, vision, and goals with clarity, passion, and persuasion.
- Self-confidence, humility, integrity, warmth and a flexible personal style combined with a sense of humor that will earn the respect and attention of the constituent base.
- Bachelor's Degree or equivalent experience required; Master's Degree preferred; Certified Fund-Raising Executive (CFRE) and/or Advanced Certified Fund-Raising Executive (ACFRE) preferred.
- Must be willing and able to travel.

For inquiries, nominations, and applications, please contact:

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