

Executive Director Opening Catholic Charities - Diocese of San Diego

Agency Background

Catholic Charities of the Diocese of San Diego has served the poor and vulnerable in Southern California since 1919. Across two counties, San Diego and Imperial, Catholic Charities reflects the cultural diversity that is consistent with a border diocese. Rooted in the Gospel values of mercy and justice, the agency responds to diverse needs and is an effective advocate for the poor and marginalized.

Leadership and collaboration are hallmarks of Catholic Charities within the Diocese of San Diego. As one of the few multi-service agencies in the region, Catholic Charities advances its mission by responding to a wide spectrum of clients and social service needs. Catholic Charities works closely with a broad range of nonprofit organizations, County and City officials and community stakeholders. This agency also partners with the eleven other Catholic Charities agencies in the State through Catholic Charities of California, and is a member of Catholic Charities USA.

Executive Director Role:

Catholic Charities' Executive Director is responsible for providing strategic leadership by working with the Board and key management personnel to establish long-range strategies, operational policies, and maintain a strong financial foundation for the agency. The Executive Director represents the agency and its values to the community, including building strong relationships with key stakeholders and leaders. The Executive Director must demonstrate an active commitment to Catholic Charities' mission and strive to incorporate its values in all aspects of daily work. The Executive Director reports to the Board and is responsible to the Bishop.

Responsibilities:

- Provides vision and plans strategy consistent with the agency's mission and resources of the agency in collaboration with the staff and Board of Directors.
- Establishes and evaluates agency-wide operations and ensures their effectiveness by developing, implementing and reviewing programs, policies and procedures to fulfill the mission and vision of Catholic Charities throughout the Diocese of San Diego.
- Oversees departmental leaders to recruit, hire, develop and supervise staff with objective performance criteria and goals.
- Shepherds the agency's public reputation and outreach, representing Catholic Charities to a variety of stakeholders including: donors, church representatives, community and civic organizations.
- Executes sound fiscal management in the nonprofit environment and capably manages government contracts and other grants.
- Builds a culture of philanthropy and develops, implements, and evaluates a comprehensive funding plan to support agency programs.
- Ensures consistency of Catholic identity and congruence with Catholic teachings and works collaboratively within a Diocesan structure.
- Develops and maintains positive relationships with, funders, donors, policy makers, colleagues, diocesan representatives, priests, parish personnel and all that would have an impact on the life of the agency.

Position Requirements

The successful candidate will be an informed and committed Catholic who witnesses to Catholic Social Teaching and embraces the teaching of Pope Francis to welcome and serve the poor with mercy and justice; an inspirational leader with a passion for the organization's Mission; a strategic thinker who leads and manages change effectively; and, an individual committed to cultural inclusion and community collaboration.

Specific skills should include: (1) leadership to seamlessly tie together all programs with the Mission of Catholic Charities; (2) ability to gain the trust and respect of highly talented leadership staff to form a unified team; (3) ability to maximize services with limited resources along with effective budget planning; and, (4) ability to recognize and relate to a dual reporting relationship working collaboratively with the Catholic Charities Board of Directors and Diocesan leadership.

Desirable Skills & Experience

An advanced degree in social work or a related discipline, at least ten years of executive level organizational leadership experience and bi-lingual skills. Understanding of human service operations and financing is a plus.

How to Apply

To apply, send a resume and cover letter to EDSearch@ccdsd.org. Review of applications will begin immediately and continue until the position is filled.

