



EXECUTIVE DIRECTOR

POSITION SEARCH

March 2026



CATHOLIC COMMUNITY
FOUNDATION | OHIO

Who We Are

The Catholic Community Foundation – Ohio (CCF) operates as an independent public charitable entity under section 501(c)(3) of the Internal Revenue Code. Our purpose is to support the religious, educational and charitable ministries of the Diocese of Toledo (Diocese) and its ecclesiastical organizations, including parishes and schools, as well as other entities that align with Catholic values providing outreach and service to individuals and communities located within the Diocese. CCF will offer people of faith a way to create a legacy uniquely aligned with our Catholic values and beliefs and in areas of interest that include social outreach, parish life, education, and vocations.

What We Believe

Vision: THE place to create a Catholic-inspired legacy.

Mission: To enrich lives in the name of Christ through inspired philanthropy.

Values:

- Catholic: Living out the mission of Christ.
- Stewardship: Responsible management of gifts with integrity.
- Community Betterment: Enhancing the physical and spiritual well-being of others.



The Opportunity



The Catholic Community Foundation – Ohio (CCF) seeks a dynamic, visionary Executive Director to lead and grow a mission-driven, Catholic foundation serving the 19 counties of the Diocese of Toledo. This is a unique opportunity for a strategic, entrepreneurial leader to inspire generosity, advance faithful stewardship, and build lasting financial support for Catholic ministries across northwest Ohio.

The Executive Director serves as the **chief strategist, relationship builder,** and **ambassador** for CCF. Reporting to the Board of Directors, this leader will drive organizational growth, expand endowment opportunities, cultivate major donors, and steward assets with excellence and integrity. The role blends **visionary leadership** with **hands-on execution** in a fast-paced, results-oriented environment.

CCF is poised for growth. The next Executive Director will bring energy, confidence, and initiative—thriving on innovation, embracing change, and motivating others to achieve bold goals. This leader will balance big-picture strategy with timely decision-making and a strong sense of urgency, ensuring that opportunities are pursued and results delivered.

This is more than an executive leadership role—it is an opportunity to strengthen the **long-term vitality of Catholic ministries** and leave a lasting **legacy of faithful stewardship** across the Diocese.

Qualified candidates who are energized by growth, inspired by mission, and ready to lead with purpose are encouraged to apply.

Key Responsibilities

Strategic Leadership & Growth

- Set and execute strategic direction in partnership with the Board
- Establish measurable growth and revenue goals
- Build scalable systems and best-in-class development practices
- Recruit, mentor, and lead a high-performing team

Financial & Operational Oversight

- Oversee asset management, budgets, and financial reporting
- Ensure compliance with nonprofit regulations and donor stewardship standards
- Strengthen operational infrastructure to support sustainable growth

External Relations & Influence

- Serve as the public face of CCF, articulating its mission with clarity and conviction
- Build strong relationships with professional advisors, including attorneys, estate planners, accountants, financial advisors, and trust officers
- Deliver compelling presentations that inspire generosity and confidence

Development & Donor Engagement

- Cultivate and solicit major gifts, planned gifts, and endowments
- Develop donor-advised funds and legacy giving initiatives
- Travel throughout the diocese to build trusted relationships with pastors, parish leaders, schools, and ministry executives
- Collaborate closely with diocesan partners to align development efforts



The Ideal Candidate



The successful candidate is:

- A confident, persuasive leader who thrives in a fast-paced, multi-priority environment
- Entrepreneurial, achievement-oriented, and motivated by measurable results
- Skilled at inspiring others, gaining buy-in, and building strategic partnerships
- Experienced in major gifts, planned giving, endowments, and financial oversight
- Deeply committed to the Catholic faith and able to articulate the Church's theology of stewardship
- A collaborative leader who holds self and others accountable for excellence

A bachelor's degree is required; advanced degree or professional credentials preferred. Candidates should bring at least five years of senior-level leadership experience with demonstrated success in development, finance, business administration, or related fields.



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How to Apply!

This search is being conducted on behalf of the Catholic Community Foundation – Ohio by the Diocese of Toledo Management Corporation, which has been engaged to support the Foundation in its start-up phase, including this executive search.

Inquiries and application materials (including a cover letter, résumé, and salary expectations) should be submitted to humanresources@toledodiocese.org Attn: Meghan Reed, Director of Human Resources



“Let us not become weary in doing good, for at the proper time we will reap a harvest if we do not give up. Therefore, as we have opportunity, let us do good to all people, especially to those who belong to the family of believers.” – Galatians 6:9-10