



WOODHOUSE
Executive Search



POSITION PROSPECTUS

DIRECTOR OF MISSION ADVANCEMENT

Sisters of Notre Dame de Namur (SNDdeN) — International Apostolic Congregation Founded 1804

LOCATION

Ipswich, Massachusetts (US base)

GENERALATE

Rome, Italy

GLOBAL PRESENCE

800+ Sisters | 16 Countries | 5 Continents

REPORTS TO

Congregational Leadership Team

MOTHERHOUSE

Namur, Belgium

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THE OPPORTUNITY

A Mission 220 Years in the Making

The Sisters of Notre Dame de Namur (SNDdeN) are an international congregation of Catholic women religious founded in 1804 by Saint Julie Billiart in Amiens, France. For more than two centuries, the congregation has responded to the needs of the times by accompanying those most marginalized by poverty, injustice, and exclusion.

Today, more than 800 Sisters serve in 16 countries on five continents, carrying forward a mission that integrates education, spirituality, social justice, healthcare, advocacy, and accompaniment of vulnerable communities. As the congregation looks toward the future, SNDdeN seeks a Director of Mission Advancement to help expand the reach and sustainability of this global mission.

THE SNDDEN MISSION STATEMENT

"Women with hearts as wide as the world, who make known God's goodness and love of the poor through a gospel way of life, community and prayer. Continuing a strong educational tradition, we take our stand with poor people, especially women and children, in the most abandoned places. Each of us commits her one and only life to work with others to create justice and peace for all."

ABOUT THE ORGANIZATION

Mission, Vision & Strategic Direction

The Sisters of Notre Dame de Namur's work spans some of the world's most underserved communities. The congregation works to change oppressive structures that contribute to poverty and to help people obtain adequate means for life and human dignity—including food, clothing, shelter, medical care, work, and education. The congregation believes that education in varied forms is the best means for changing structures and improving the lives of individuals, families, groups, and nations.

SNDdeN also maintains NGO status at the United Nations, advocating on behalf of human rights, women's empowerment, education, anti-trafficking initiatives, sustainable development, and environmental stewardship.

The congregation's core ministries include:

- Primary, secondary, and higher education
- Adult education and literacy
- Parish and pastoral ministry
- Spiritual direction and retreat work
- Healthcare and community health initiatives
- Social services and community development
- Advocacy through NGO representation at the United Nations
- Justice, Peace and Integrity of Creation (JPIC) initiatives

LEADERSHIP & FOOTPRINT

Congregational Governance

The Director of Mission Advancement reports to the international congregation's five-person leadership team—Sisters Miriam Montero Bereche, Evalyne Aseyo, Lorraine Connell, Amarachi Ezeonu, and Mary Johnson—and on an operational level to Sister Barbara Barry, Executive Director, Congregational Mission Office, based in Ipswich, Massachusetts.

The congregation is guided by a diverse leadership team deeply committed to collaborative governance, synodality, and strengthening the congregation's capacity to serve future generations. Current leadership includes women with backgrounds in sociology, management, psychology, community health, education, and international advocacy. The Congregational Leader is Sister Mary Johnson, SNDdeN.

The congregation's Generalate is in Rome, Italy and its historic Motherhouse is in Namur, Belgium. Three Provinces operate in the United States—the Ohio Province, the East-West Province, and the SND Base Communities Province—serving in education, social services, healthcare, Justice and Peace Ministries, law, and pastoral care across the East, West, Midwest, South, and Southwest.

THE POSITION

Director of Mission Advancement

The Sisters of Notre Dame de Namur have long benefited from the generosity of donors who believe in the congregation's mission and impact. As the needs of the world continue to grow, the congregation seeks to elevate its advancement efforts.

The Director of Mission Advancement will have the opportunity to build upon a successful foundation while creating a more integrated, international, and future-focused fundraising strategy. This position offers the chance to connect philanthropic investment directly to transformational work taking place across five continents.

Reporting to the Congregational Leadership Team and the Executive Director of the Congregational Mission Office, the Director will serve as a strategic partner, ambassador, and relationship-builder, helping donors connect their generosity to meaningful impact around the world.

KEY PRIORITIES

What the Director Will Lead

- **Strategic Planning:** Working with leadership, provinces, schools, and missions, build a strategic advancement plan with goals, objectives, and milestones based on input and data analysis to guide fundraising efforts.
- **Expand the Donor Community:** Develop strategies to attract younger and more diverse donors; engage alumni of SNDdeN schools in the UK, Europe, US, and other locations; increase international philanthropic engagement and visibility of the congregation's work; strengthen digital and relationship-based fundraising efforts.
- **Build Global Collaboration:** Create productive partnerships with province development directors and leaders; foster a culture of shared advancement and philanthropy across the congregation; build strategic fundraising efforts while respecting local contexts.
- **Increase Philanthropic Revenue:** Grow annual giving programs; develop strategies to support capital and strategic ministry initiatives; build sustainable revenue streams for future mission needs.
- **Secure Major Gifts:** Identify, cultivate, solicit, and steward major donors; develop individualized engagement strategies; strengthen planned giving and legacy opportunities.
- **Strengthen Leadership Engagement:** Arrange meaningful donor meetings with congregational leadership; support Sisters and leaders in donor-facing roles; create opportunities for donors to experience mission impact firsthand.
- **Refresh Communications and Appeals:** Create fundraising messaging that tells compelling stories from ministries around the world; diversify campaign strategies and donor touchpoints; utilize data and analytics to improve donor engagement.

IDEAL CANDIDATE

Candidate Profile

SNDdeN seeks a fundraising leader with experience in nonprofit advancement, major gift cultivation, and cross-cultural relationship management. The capacity to engage both faith-based and secular philanthropic audiences is essential.

Professional Experience

- Significant experience leading nonprofit fundraising and advancement programs.
- Demonstrated success securing major gifts and cultivating donor relationships.
- Experience managing comprehensive fundraising strategies.
- Knowledge of annual giving, planned giving, and community partnerships.

Leadership & Qualities

- Strategic thinking paired with execution capability.
- Collaborative leadership style across multiple stakeholders and regions.
- Commitment to social justice, human dignity, and cultural humility.
- Strong storytelling abilities for diverse audiences.

Preferred Qualifications

- Experience within Catholic, religious, educational, or international nonprofit organizations.
- Understanding of Catholic Social Teaching and global philanthropy.
- Bachelor's degree with a minimum of 5 years of advancement experience.

WHY THIS ROLE MATTERS

Work That Changes Lives

The next Director of Mission Advancement will help ensure that the Sisters of Notre Dame de Namur can continue responding to urgent needs around the world. Core areas of global transformation include:

Educating Children & Adults

Advancing Healthcare Access

Advocating for Human Rights

Empowering Women & Girls

Environmental Sustainability

Building Communities of Hope

LOCATION & APPLICATION

Based in Ipswich, Massachusetts: The US offices for Mission Support, Communications, and Finance are located at 30 Jeffreys Neck Road in Ipswich, a historic coastal town approximately 30 miles north of Boston. This location provides proximity to international transit and a deep professional community in the philanthropic sector, alongside regular global travel to Rome, Belgium, Africa, Asia, and the Americas.

To Explore This Opportunity: Please submit a résumé and cover letter responsive to the mission of the congregation and the responsibilities described in this prospectus directly to the Woodhouse Search team:

Laurie Woodhouse, Founder | laurie@woodhousesearch.com

Garrett Nelson | garrett@woodhousesearch.com
woodhousesearch.com

Review of applications begins immediately and continues until the position is filled.