



CHIEF ADVANCEMENT OFFICER
CATHOLIC CHARITIES OF THE ARCHDIOCESE OF NEW YORK
New York, New York



The Aspen Leadership Group is proud to partner with the Catholic Charities of the Archdiocese of New York in the search for a Chief Advancement Officer.

The Chief Advancement Officer will oversee the implementation of a comprehensive vision, strategy, actions, and programs to increase private individual and institutional philanthropic support. The Chief Advancement Officer will enhance marketing and communication efforts that further the programmatic, fundraising, and policy initiatives of the Catholic Charities of the Archdiocese of New York (CCNY). The Chief Advancement Officer will provide leadership, in partnership with an active and committed Board of Trustees, the Executive Director, and the Deputy Chief Executive Officer and Chief Operating Officer, in the design of these programs and oversee the work of the development and communication/marketing departments and their Directors. The Chief Advancement Officer is an integral collaborator in all aspects of CCNYC's work, with particular emphasis on external relations programs and projects including agency, community, and government relations.

As a key member of the Executive Management Team, the Chief Advancement Officer will enhance and oversee CCNY's development, communications, and marketing efforts. In the aftermath of its recently completed and successful five-year \$100 million *Centennial Campaign*, and the increased visibility of its frontline work during the past COVID-19 year, the Catholic Charities Board and Executive Director are enthusiastic about advancement in both areas. As a federation of over 90 human service agencies that touch the widest possible range of human needs throughout the New York metropolitan area, there is substantial potential in philanthropic support yet to be realized. Catholic Charities is committed to additional investments to realize this potential.

The Catholic Charities of the Archdiocese of New York seeks to uphold the dignity of each person as made in the image of God by serving the basic needs of the poor, troubled, frail, and oppressed of all religions. It collaborates with parishes, as well as non-Catholic and Catholic partners, to build a compassionate and just society. Through a network of administered, sponsored, and affiliated agencies, Catholic Charities delivers, coordinates, and advocates for quality human services and programs touching almost every human need.

Since 1917, Catholic Charities of the Archdiocese of New York has been supporting New Yorkers in need by protecting and nurturing children and youth; feeding the hungry and sheltering the homeless; strengthening families and resolving crises; supporting the physically and emotionally challenged; and welcoming and integrating immigrants and refugees.

REPORTING RELATIONSHIPS

The Chief Advancement Officer will report to the Executive Director, Monsignor Kevin Sullivan, and work closely with both the Development and Marketing Committees of the Board. The Chief Advancement Officer will directly supervise the Director of Development and the Director of Marketing and Communications, and oversee 25 current and future staff on both teams.

FROM MONSIGNOR SULLIVAN

With the recent successful completion of our \$100 million Centennial Campaign, Catholic Charities is poised to raise its philanthropic profile in the 10-county New York City metropolitan area and attract additional resources to meet ongoing and expanding needs.

Catholic Charities played a central role in responding to New Yorkers during the COVID-19 pandemic. Distributing more than 10 million meals at 200 pop-up and special deliver pantries over an 18 month period exemplifies that critical role.

Our place as a trusted provider of services in those neighborhoods most devastated by COVID-19, coupled with our long-standing brand recognition and a first-class Board of Directors, position us for strong success in future fundraising efforts.

This highly visible role as chief fundraising executive provides the opportunity for tremendous career growth. A dynamic, seasoned fundraiser – who leads by example – will have the opportunity to fashion and execute a multiprong fundraising and marketing strategy.

The Chief Advancement Officer will work closely with the administrative leadership and staff, the Board of Directors, and an impressive network of New York and national philanthropists and foundations, raising resources for programs and services recognized for their efficacy in addressing poverty.

The successful candidate will know that their daily work is helping to solve the problems of New Yorkers in need – non-Catholics and Catholics alike. The neglected child, the homeless family, the immigrant and refugee, the person with special needs, and the hungry senior are all assisted, with compassion and respect.

–Monsignor Kevin Sullivan, Executive Director

PRIMARY RESPONSIBILITIES

The Chief Advancement Officer will

- serve as a member of the Executive Management Team and maintain close working relationships with Board members and key external stakeholders;
- work closely with the Executive Director in all phases of advancement, communication, and marketing activities;
- serve as primary management support for the Development and Marketing Committees of the Board;
- develop, in collaboration with the Director of Development, programs and initiatives that increase private financial resources available to the agency;
- in collaboration with the Director of Marketing and Communications, develop strategies and tactics to raise the awareness of the agency as a premier provider of human services to non-Catholics and Catholics in the New York metropolitan area, including digital outreach: email, social media, web, etc.;

- oversee and monitor the execution of development plans that utilize best practices in annual, major, and planned giving, including a structured research effort to identify a pipeline of new donors;
- establish a strong data driven system of metrics that effectively manage individual and departmental performance;
- maintain a dynamic portfolio of major donor prospects in all phases of qualification, cultivation, solicitation, and stewardship;
- engage trustees effectively in all phases of donor identification and solicitation;
- working with the Directors of Development and Marketing and Communications, develop annual department budgets and plans;
- maintain productive relationships with program directors and staff while building a culture of philanthropy agency-wide; and
- devise effective internal and external messaging and methods of communication in collaboration with the Director of Communications and Marketing and Development.

LEADERSHIP AND KEY COLLEAGUES

Monsignor Kevin Sullivan Executive Director

Monsignor Kevin Sullivan has been the Executive Director of Catholic Charities of the Archdiocese of New York since 2001. His first major task was coordinating the human services response to the families and victims of the 9/11 terrorist attack as Chair of the 9/11 United Services Group. Currently, under the leadership of the Board of Trustees, Monsignor Sullivan is directing Catholic Charities Centennial 2017 Initiatives; including a Five-Year \$100 million fundraising campaign.

Previously, Monsignor Sullivan served as Chief Operating Officer for five years, and in other leadership positions for more than 17 years. He represents Catholic Charities agencies in public policy discussions about issues such as immigration, job development, housing and homeless services, youth development, preventive services, and foster care.

Monsignor Sullivan served as a member of the New York City Council Speaker's Commission on Homelessness, the Public Policy Committee of the New York State Catholic Conference, and has provided expert testimony about human service issues before Congressional committees. He served as a member of the NYC Mayor's Commission for Economic Opportunity, as well as the Governor's Human Services Policy Transition Advisory Committee. He is also a member of the Board of Catholic Charities USA and serves on their Social Policy Committee. Monsignor Sullivan served as Co-Chair of Mayor de Blasio's Human Services Transition Committee. He is on the Policy and Strategy Committee of the NY Human Services Council and Chairs its Disaster Preparedness Division.

Monsignor Sullivan received a Masters Degree in Public Administration at the School of International and Public Affairs of Columbia University, and a Doctorate in Public Administration at New York University. He graduated cum laude from Cathedral College of the Immaculate Conception. He was ordained in 1976 by Terence Cardinal Cooke, and named Monsignor by John Cardinal O'Connor in 1999. He has taught in graduate programs at the Mendoza College of Business of the University of Notre Dame where he was a consultant to the dean for the revision of its Masters program in non-profit management. He has taught at New York University and the Robert J. Milano Graduate School of Management and Urban Policy of the New School University. Monsignor Sullivan's doctoral dissertation on assessing non-profit effectiveness was submitted by the New York University faculty for national competition.

Eugene M. McQuade**Chairman of the Board, The Catholic Charities of the Archdiocese of New York**

Gene McQuade is a prominent banking executive with a distinguished career in leadership roles at companies such as Citibank, Freddie Mac, Bank of America, FleetBoston Financial, and Promontory Financial Group.

McQuade served as Vice Chairman of Citigroup, from which he retired in May 2015. He joined Citigroup in 2009 as Chief Executive Officer of Citibank, where he was responsible for governance of the bank around the globe. McQuade remains a member of the Boards of Directors of both Citigroup and Citibank. In 2015, McQuade joined Promontory Financial Group (an IBM company) as Vice Chairman of its Advisory Board. Prior to Citibank, McQuade was President of U.S. Banks at Merrill Lynch Bank USA. He was previously President and Chief Operating Officer at Freddie Mac (2004-2007). Prior to Freddie Mac, he was President of Bank of America, following its acquisition of FleetBoston Financial Corp. During his banking career at FleetBoston, McQuade held various senior positions, ultimately serving as President and Chief Operating Officer.

McQuade is a Certified Public Accountant, earning a degree in accounting from St. Bonaventure University, of which he was a Trustee and was awarded an honorary Doctorate in 2013. He is Governor of the Boys & Girls Club of America, Chairman of The Ireland Funds America, as well as Chairman of Catholic Charities of the Archdiocese of New York. McQuade has served on the Boards of Directors of Merrill Lynch Banks (Chairman), Bank of America, and FleetBoston and also served as Chairman of XL Group Ltd., a Bermuda based insurer, until its sale in 2018. He also served as a Captain in the U.S. Army.

Catherine R. Kinney**Trustee, Former Chair of the Board, The Catholic Charities of the Archdiocese of New York**

Cathy Kinney is an Independent Director at four public companies – MetLife, MSCI, QTS, and SolarWinds. She serves on the Audit, Finance, and Risk Committees at MetLife; Strategy and Finance Committee of MSCI; Chairs the Compensation Committee at QTS; serves as Lead Director and Chair of Nominating and Governance and member of the Audit Committee at SolarWinds. She served on the Board of Netsuite for 2009-2016, until the company was purchased by Oracle.

Kinney serves on the Finance and Investment Committees of Archdiocese of New York. She also serves on the Board of the Mother Cabrini Foundation serving as Treasurer and on State Grants Committee, Investment and Finance Committees. Kinney served as the President of the NYSE Euronet from 2002-2008. Before retiring in April 2009, she served from 2007-2009 as a member of the integration team, in Paris, France, following a merger between NYSE and Euronext. Kinney spent 35 years at the Exchange rising in the ranks to become the first female President of the NYSE. She demonstrated strong leadership and management skills throughout her career and importantly during challenging times. Kinney served on the Boards of Securities Industry Automation Corporate, Depository Trust Co., Georgetown University, and New York City Ballet. She is a member of the Economic Club and Women's Forum.

Kinney holds honorary doctorate degrees from Georgetown University, Fordham University, and Rosemont College. She graduated Magna Cum Laude from Iona College and attended the Advanced Management Program at Harvard Business School.

Francis Comerford**Trustee, Chair, Board Marketing Committee, The Catholic Charities of the Archdiocese of New York**

Frank Comerford is the Chief Revenue Officer for NBCUniversal Local, a division of NBCUniversal. In this role, Comerford oversees all commercial efforts for the division's 42 NBC and Telemundo television stations and its associated websites and digital platforms, seven regional sports networks, NECN regional news network, multicast networks COZI TV and TeleXitos, NBCLX, a TV and streaming network for Gen Z

and millennial audiences, out-of-home platforms and NBC Spot On, the division's advanced video advertising business designed for local/regional CTV and OTT advertisers.

Comerford has worked in the television industry for more than 30 years, including over 20 years with NBCUniversal. Before assuming his current role in October 2013, he was the Chief Revenue Officer of the NBC Owned Television Stations group for five years. Previously, Comerford was President and General Manager of NBC's flagship station, WNBC, for 11 years. Prior to his role at WNBC, Comerford served as Executive Vice President of Sales and Marketing for the NBC Owned Stations group from 1999 through 2002. He joined NBCUniversal in 1994 and held various positions of increasing responsibility within the sales group, culminating with his 1996 promotion to Vice President of Sales for WNBC. Before joining NBC, Frank was with WSBK in Boston from 1986 until 1994, serving in several different sales management positions. He began his career in the television industry in 1981 with Storer Television Sales in New York City.

Comerford is very active in the community and serves on many charitable boards, including the Lutheran Medical Center, the Association for a Better New York, the Archdiocese of New York Catholic Charity, Xavier High School, the New York City St. Patrick's Day Parade Committee, The John A. Reisenbach Foundation, and the Diocese of Brooklyn's TVC. He is also a member of the Executive Committee of the Television Advertising Bureau and is a past Chairman of that organization's Board. He has been honored by several prestigious organizations, including CAPP, Abilities School, the Diocese of Brooklyn, the Friends of AHRC Autism Program, Little Flower Children's Services, and New Yorkers for Children. In 2012, Comerford was the Grand Marshall of the New York City St. Patrick's Day Parade.

Comerford holds a B.S. in business administration and finance from Georgetown University. He resides in Manhattan and Long Island with his wife, Maura, and their son, Francis.

Maria Morris

Trustee, Co-Chair, Catholic Charities Board Development Committee, The Catholic Charities of the Archdiocese of New York

Maria Morris is the retired Executive Vice President and head of the Global Employee Benefits business of MetLife, Inc., a global provider of life insurance, annuities, employee benefits, and asset management services. She served as Executive Vice President and head of the Global Employee Benefits business from 2011 and former interim head of the U. S. business from 2016 to July 2017, where she was responsible for MetLife's U.S. business and employee benefits business in more than 40 countries. This included global relationships with multinational companies and distribution relationships with financial institutions. Morris served in multiple other leadership roles after joining MetLife in 1984, including as interim chief marketing officer from April 2014 to January 2015 and as head of global technology and operations from 2008 until 2011. She is a member of the Board of Directors of Wells Fargo & Company, where she chairs the Risk Committee. Morris serves as a member of the Board of Directors of S&P Global and chairs the Audit Committee. She is also a member of the Board of Directors of Resolution Life, where she chairs the Compensation Committee. Morris earned her Bachelor of Arts degree from Franklin & Marshall College. She is a member of the Board of Trustees of Catholic Charities Archdiocese of New York and Chair of the Board of Directors of All Stars Project, Inc.

William D. Anderson, Jr.

Trustee and Co-Chair, Cardinal's Committee for Charity, The Catholic Charities of the Archdiocese of New York

William D. Anderson, Jr is a Senior Managing Director and is Global Head of Evercore's Activism/Raid Defense business and Strategic Shareholder Advisory practice. Prior to joining Evercore, Anderson led Goldman Sachs' top-ranked activism and raid defense for over 10 years. He pioneered the practice of activism defense and has advised over 400 companies facing activists or strategic raids, including many of

the largest proxy fights and raid defenses over the past decade. Anderson advises companies worldwide across all industries in connection with mergers and acquisitions, special committee situations, corporate governance issues, cross-border transactions, contested shareholder situations, and preparing for hostile activity.

Prior to joining Evercore, Anderson was at Goldman Sachs for 15 years where he served as a partner in the M&A Group and led their #1 activism and raid defense practice. Anderson also was an M&A attorney for Simpson Thatcher & Bartlett, clerked on the United States Court of Appeals, Second Circuit, was a certified public accountant for Coopers & Lybrand and served as a Captain in the U.S. Army Reserves (where he earned a Meritorious Service Medal). Anderson graduated with a B.S.B.A., magna cum laude, and a J.D., magna cum laude, from Georgetown University. Anderson is a member of the Boards of the Georgetown Business School, the Wall Street Alliance, Catholic Charities of the Archdiocese of New York, the Boy Scouts of America (Westchester Council), Veterans on Wall Street, the Harvard Law School Corporate Governance Forum, the Institute for Law & Finance at New York University, the Institute for Law and Economics at the University of Pennsylvania, Student Sponsor Partners, and Habitat for Humanity Westchester.

PREFERRED COMPETENCIES AND QUALIFICATIONS

Catholic Charities of the Archdiocese of New York seeks a Chief Advancement Officer with

- a commitment to the mission of the Catholic Charities of the Archdiocese of New York: to uphold the dignity of each person as made in the image of God by serving the basic needs of the poor, troubled, frail, and oppressed of all religions;
- success in the field of development and marketing with a proven track record of fundraising success, including the planning, execution, and closing of major gifts with significant institutional impact;
- an ability to grow a diverse fundraising program and successfully expand and cultivate and engage new and existing donor relationships over time;
- advanced marketing skills including a commitment to innovation including to emerging and current digital, and social media fundraising modalities;
- highly refined planning skills including an ability to define and implement effective tactics and strategies;
- exemplary interpersonal skills including an ability to engage volunteers and donors in meaningful ways;
- an ability to build, lead, and inspire teams;
- an ability to work effectively with diverse internal and external constituencies in a complex public-private environment;
- a strong work ethic, personal integrity, and excellent communication skills; and
- experience with Raiser's Edge and/or CRM software.

A bachelor's degree is required for this position as is at least seven years of senior advancement experience, including leadership roles.

SALARY & BENEFITS

Catholic Charities of the Archdiocese of New York offers competitive compensation and comprehensive benefits.

LOCATION

This position is located in New York City.

EQUAL OPPORTUNITY

In all employment decisions, including but not limited to recruitment, hiring, compensation, training, promotion, upgrading, demotion, downgrading, transfer, layoff, termination, and all other terms and conditions of employment except as provided by law, the Agency does not discriminate against employees and applicants for employment on the basis of age, race, creed, color, national origin, gender, military status, disability, special disabled veterans, veterans of the Vietnam era and other eligible veterans, predisposing genetic characteristics, victims of domestic violence, marital status, sexual orientation, lineage, citizenship status, religion or any other basis prohibited by law.

Catholic Charities of the Archdiocese of New York reserves all rights provided to it under federal, state and local laws pertaining to equal employment opportunity. Specifically, as an organization operated for charitable or educational purposes, which is operated, supervised or controlled by or in connection with a religious organization, CCNY reserve the right to limit employment or to give preference in employment to persons of the same religion or denomination or to make such other employment selections as are calculated by its organization to promote the religious principles for which it is maintained or established. Catholic Charities and Catholic Charities Community Services is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristics protected by law in the job descriptions.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of the Catholic Charities of the Archdiocese of New York as well as the responsibilities and qualifications presented in the prospectus.*** Review of applications will begin immediately and will continue until the successful candidate has been selected.

To apply for this position, visit:

[Chief Advancement Officer, Catholic Charities of the Archdiocese of New York.](#)

To nominate a candidate, please contact Steven Wallace:

[stevenwallace@aspenleadershipgroup.com.](mailto:stevenwallace@aspenleadershipgroup.com)

All inquiries will be held in confidence