



POSITION TITLE: Senior National Associate for Roman Catholic Engagement

DEPARTMENT: Church Relations

REPORTS TO: Director of Church Relations for strategy, planning, and activities related area of specialization and is accountable to Deputy Director of Church Relations for strategy, planning and activities related to department work.

SUMMARY: Devotes 70% effort to providing strategic direction for Bread and the Institute's engagement with Roman Catholic religious communities, Roman Catholic agencies, organizations, and networks that are committed to advocate on domestic and international hunger and poverty issues. The Senior National Associate for Roman Catholic Engagement will lead new partners and current partners toward praying to end hunger, using their powerful advocacy voice to influence Congress and the administration, and toward supporting financially Bread for the World's mission. Devotes 30% effort to department work that strengthens the organizations' communications, representation, engagement of others, educational resources, financial soundness, and evaluation of our effectiveness.

RESPONSIBILITIES RELATED TO AREA OF SPECIALIZATION (70%):

1. Builds and maintains relationships with the Roman Catholic Church, national Roman Catholic agencies, organizations, and communities across the United States. Develops and implements multi-year strategies to engage new organizations and existing partners in programmatic cooperation and financial support for Bread for the World and Bread for the World Institute.
2. Designs initiatives to catalyze and mobilize Roman Catholic orders of religious men and women to active engagement in Bread's legislative campaigns and continued financial support.
3. Serves as a subject expert to other departments for cross-departmental efforts to further develop, organize, and mobilize local Roman Catholic parishes.
4. Serves as Bread's senior representative at Roman Catholic and ecumenical events and coalition meetings, including providing coverage for the Church Relation's Director and Bread's President.
5. Leads department-wide initiatives to develop printed and online educational and worship resources that are appropriate for the Roman Catholic constituency such as brochures,

website materials, blogs, Facebook postings, Twitter messaging, and other social media as well as contributions to Catholic publications.

6. Designs and leads workshops and makes presentations at Bread events and trainings in addition to strategically responding to external partners' invitations to do so.
7. Participates in departmental planning and strategizing of the Church Relations department to accomplish Bread for the World's mission and goals.
8. Supports the organizational effectiveness of Church Relations department and Bread for the World as a whole, and represents Church Relations in cross-departmental team and taskforces as appropriate.
9. Performs other duties as assigned.

B. RESPONSIBILITIES RELATED TO GENERAL DEPARTMENT WORK (30%)

1. Participates in departmental planning and strategizing of the Church Relations department to accomplish Bread for the World's mission and goals and performs work assigned in relation to the mission, including preparing original work for internal and external audiences such as blogs, newsletters, and conference presentations.
2. Serves on several major Bread teams and task forces that are related to our priority targets of African Americans, Latinos, evangelicals, young adults and/or those who are most affected by hunger or our national training or lobbying events; may provide leadership to a component of these teams
3. Drafts board materials on behalf of the Director (including materials for the Executive Committee of the Board and Board committees).
4. Serves as a liaison to key faith-based organizations beyond specialization area, including providing coverage for representational roles or presentations that executive leadership deems important but that Bread's president is unable to attend.
5. Completes administrative requirements such as ensuring the accurate and timely entry of activities into the Raisers Edge database, timesheets, performance evaluations, and Visa reports in an accurate and timely manner.
4. Performs other duties as assigned.

SECONDARY RESPONSIBILITIES

1. Offers hospitality for visiting groups with Roman Catholic groups or others as assigned.
2. Serves on cross-departmental search groups to identify strong candidates for vacancies.

SUPERVISION EXERCISED:

May supervise intern or fellow.

SKILLS/KNOWLEDGE REQUIRED:

- Master of Divinity or other master's level of theological training with 10 years of experience working in a national Roman Catholic context or Bachelor's degree with 15 years of experience working in a national level Roman Catholic context.
- Demonstrated experience in building relationships that lead individuals and groups to deeper engagement in public life and social issues. Broad Christian theological knowledge and strong experience working with leaders, organizations, and networks within the Roman Catholic Church as well as a deep understanding of the diversity of Catholic communities within the tradition, specifically immigrant, Latino, African American, and US-born Catholic communities.
- Deep understanding of how the U.S. Catholic church can inform public policy and engage in advocacy, especially related to domestic and international hunger, poverty and related social justice issues.
- Experience in ecumenical and local church settings.
- Experience using project management principles, including experience in leading broad initiatives without direct supervisory authority over those assisting with the work. Strong written and verbal communication skills, including ability to communicate highly complex information at a national level to external contacts to influence results and achieve organizational goals; Ability to perform successfully in multicultural and ecumenical settings. Cross-cultural experience is valuable.
- Ability to develop collaborative relationships internally and externally which require a high degree of diplomacy and judgment in order to address and resolve substantive conflicts or escalate concerns to senior management.
- Ability to work independently as performance and outcomes are typically subject to broad organizational review 40% and up to 60% are subject to senior management review. Some key projects are of critical importance to the organization and are done in conjunction with the Vice Presidents, Managing Director or President of the organizations.
- Fundraising experience is desirable.

WORK ENVIRONMENT ISSUES:

Estimated up to 30% overnight travel

Valid driver's license and ability to be insured at a reasonable cost.

This position is based in the Washington, DC office.

DISCLAIMER:

The information in this job description indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as, a

comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job.

Bread for the World is a collective Christian voice urging our nation's decision makers to end hunger at home and abroad. By changing policies, programs and conditions that allow hunger and poverty to persist, we provide help and opportunity far beyond the communities in which we live.

Bread for the World Institute provides policy analysis on hunger and strategies to end it.