

**Roman Catholic High School
Philadelphia, PA**

Position: Director of Development

Roman Catholic High School (Philadelphia, PA) is currently seeking qualified candidates for the position of Director of Development.

Reporting to the Executive Director of Institutional Advancement, this position requires a self-directed learner who can manage the advancement office.

Primary responsibilities include the design, implementation and management of the Annual Fund, growing the EITC/OSTC programs, and knowledge of prospect management systems.

Qualified candidates should have a minimum of 3 years development experience and demonstrate a proficiency in Raiser's Edge and Microsoft Office Suite.

Send Resume and salary requirements w/references to:
Ann Vassallo Trost at avassallo@romancatholichs.com.