



March 27, 2026

Dunrovin Retreat Center seeks a Director of Fundraising to start a major gifts program and develop our top 60 donor relationships. The goal of this mission-driven role is to build financial growth and stability. The ideal candidate will have a heart for people and excellent, authentic communication skills. This position requires a person with initiative, vision, creativity, and perseverance; a willingness to maintain excellent documentation of contact touches; and experience in the professional development and advancement of a non-profit organization. It is essential that this person honors and communicates the mission of Dunrovin: to offer an encounter with Christ for every person, particularly underserved youth, through exceptional hospitality in the Catholic Lasallian tradition.

Staff Expectations: As a center of hospitality for a variety of guests, the Dunrovin employee aims to offer a warm welcome and exceptional hospitality every moment for every person who comes. The employee will strive to communicate respectfully with staff members and all who come and will strive to maintain an atmosphere of Christian peace. The Dunrovin employee will follow procedures and policies as outlined in the Dunrovin Employee Handbook, will maintain efficiency as much as possible, and will maintain an approved schedule of hours.

Job Requirements: The Director of Fundraising will possess excellent verbal and written communication skills; welcoming interpersonal skills; orientation to details; aptitude for technology; problem-solving skills; professional initiative and promptness; will show flexibility with the job schedule and demands; and is inspired by Dunrovin's mission to seek partnership and support.

15-25 hours/week, with the potential for a full-time position

Compensation is based on qualifications and experience

Interested candidates are asked to send a cover letter and resume to Mary Meeds, Communications & Mission Lead, at mary.meeds@dunrovin.org