



Leading Catholic youth events with excellence because youth deserve the opportunity to become a saint.

FacetoFace Ministries is a professional, vibrant, and growing ministry based out of Saskatoon, SK. In this job, you will have the unique opportunity to help Catholic youth across Western Canada find fulfilment in a life in Jesus Christ and continue to develop this incredible ministry alongside a fun, creative, and flexible staff.

POSITION: DIRECTOR OF MARKETING & DEVELOPMENT

Reports to: Executive Director

Status: Permanent Full Time

Job Purpose

We are seeking a dynamic, strategic, and results-driven Director of Marketing & Development to lead and advance the ministry's marketing and fundraising efforts. This role carries responsibility for the overall strategy, management, and success of the department, with the opportunity to contribute at the leadership level.

Primary Duties and Responsibilities

Director Role

- Leading and managing the Marketing & Development department
- Creating goals, processes, and key performance indicators for the department
- Opportunity to be part of the Leadership Team, working closely with other directors to discern the Lord's plan for the future of the ministry

Marketing

- **Creating and implementing an annual marketing strategy**
 - Ensuring consistent, values-based branding across all channels
 - Overseeing the website, social media, merchandise, and newsletter
- **Campaigns & Promotions**
 - Designing participant and parent awareness and engagement
 - Promoting all events and programs
- **Building relationships with key stakeholders**
 - Establishing good relationships with ministry supporters, dioceses, and other organizations
 - Empowering schools, parishes, and dioceses to advertise our upcoming events

Development

- **Events and Programming**
 - Working towards new program opportunities with key dioceses, parishes, and school divisions
 - Booking events
- **Fundraising**
 - Implementing the yearly fundraising plan
 - Coordinating yearly fundraising campaigns and seeking monthly donations, corporate sponsorships, major gifts, and grants, in order to meet fundraising goals.
 - In-person meetings with potential and existing donors
- **Donor Engagement**
 - Ensure ongoing touchpoints
 - Maintain database integrity



Job Specifications & Qualifications

The employee is to be spiritually and professionally apt to take on the excellence that FacetoFace Ministries strives to achieve.

Staff Expectations

- Actively striving to grow in Christ-like character, including Sacramental life and consistent daily prayer
- Desire to share the gospel of Jesus Christ and a trusting reliance on God to yield the hoped-for results
- Sharing in the same vision and living out the FacetoFace values of humility, excellence, and Christ-centred relationships
- Adhering to the FacetoFace Policy Manual, including following the Diocese of Saskatoon Covenant of Care

Education & Experience

- Bachelor's degree in communications, marketing, nonprofit management, or other related field
- Prior experience in marketing, fundraising, or related nonprofit leadership roles
- Familiarity with fundraising databases/CRMs or digital marketing tools

Skills & Competencies

- Strategic thinker with the ability to plan and execute long-term initiatives
- Strong interpersonal and relationship-building skills with donors, partners, and staff
- Exceptional written and verbal communication skills
- Highly organized, detail-oriented, and capable of managing multiple priorities
- Self-motivated with excellent time management
- Creative, adaptable, and able to thrive in a collaborative team environment

Working Conditions

- Office hours will be primarily done from the FacetoFace office in Saskatoon, SK
- At times, meetings will need to happen in evenings or weekends
- Occasional travel may be required

Income, Hours, Benefits

Income & Hours

- Employee will be paid a monthly salary
- Employee will work 37.5 hours per week. When overtime occurs, time-in-lieu will be given.
- Employee will receive a travel stipend of \$50/night away from home when on the road for work purposes

Benefits

- 3 weeks holidays/year
- After the three-month probationary period, the employee will have 50% of health and dental group benefits plan covered by FacetoFace Ministries
- Following the first year of employment, employees will join a 3.5% matching Group Savings Plan and then increase to 5% matching after 3 years

TO APPLY FOR THE DIRECTOR OF MARKETING AND DEVELOPMENT POSITION:

Email a cover letter and resume to Adelaide Quickfall at adelaide.quickfall@f2f.ca

Application Deadline: September 30, 2025