

# Central Christian College of Kansas

## Job Description: Chief Advancement & Transformation Officer

Direct Supervisor: President  
Effective Date: TBD  
Status: Full-time, 12 months, exempt  
Location: McPherson, KS

### Job Summary

The Chief Advancement and Transformation Officer (CATO) is chiefly responsible to drive institutional growth, financial sustainability, and transformative change to position CCKK for long-term success. This role is pivotal in expanding and deepening the College's philanthropic support, fostering strong relationships with alumni, donors, and community partners, while also leading and implementing strategic initiatives aimed at transforming the college's structures, processes, and culture.

### Education, Experience, and Skills

- Master's degree required; Doctorate preferred
- Testimony validating a saving faith in Jesus Christ and a growing awareness of His Lordship
- Affirm alignment with the vision and mission of the College, its heritage, beliefs, values, and lifestyle expectations
- Model Christ-Like Character in attitude, speech, and actions; participating with a local body of believers who align with the evangelical perspective
- Proven experience in higher education advancement, organizational change, or strategic transformation, with a record of success in fundraising and implementing large-scale initiatives.
- Strong interpersonal and communication skills, with the ability to build relationships and influence diverse stakeholders.
- Strategic thinker with demonstrated success in driving change and achieving measurable outcomes in a complex organizational setting
- Ability to travel, as position requires extensive travel.
- Ability to work a flexible schedule that include evenings, weekend, and split schedules

### Essential Duties

- Lead and execute CCKK's comprehensive fundraising strategy, encompassing capital campaigns, annual giving, planned giving, grants, and donor stewardship.
- Cultivate and manage a robust portfolio of major donors, corporate sponsors, and foundation partners to secure significant gifts that align with CCKK's strategic priorities.
- Develop strong relationships with alumni, parents, and other stakeholders to foster lifelong engagement and increase donor participation and support.
- Oversee all advancement operations, including prospect research, gift processing, donor recognition, and advancement communications.
- Drive cross-functional initiatives to support CCKK's strategic goals
- Partner with senior leadership to identify and address institutional challenges, align priorities, and implement change management processes that enhance organizational effectiveness.

- Collaborate with academic and administrative departments to identify and leverage growth opportunities with local industry, particularly those that address CCK's mission to serve students from varied socioeconomic backgrounds.
- Develop, manage, and allocate budgets related to advancement and transformation initiatives to ensure effective use of resources.
- Provide strategic oversight and financial planning for transformational projects.
- Lead grant application efforts for transformative projects that support the College's goals.
- Serve as a primary spokesperson for CCK's advancement and transformational efforts, communicating impact and progress to internal and external audiences.
- Manage marketing and communications to ensure a cohesive and compelling message that resonates with donors, alumni, and prospective students.
- Maintain transparent and effective communication with the senior leadership, alumni, and other stakeholders on advancement and transformation goals and progress.

## Special Conditions

**Notice of Non-Discrimination:** Central Christian College of Kansas recognizes the benefits of maintaining a diverse faculty and staff who can provide a wide spectrum of perspectives and experiences representing the creativity of a loving and innovative God. Central Christian College of Kansas reviews all applications and hires individuals based on their qualifications for the position. The College does not discriminate because of race, color, national origin, sex, age, disability, political affiliation, marital status, parental status, or military or veteran status. As a Christian college, affiliated with the Free Methodist Church of North America, Central Christian College of Kansas asserts its right to employ persons who subscribe to the intent, mission, Statement of Faith, and Core Values of the College, as well as the lifestyle expectations articulated in the Free Methodist Book of Discipline (Para. 3000-3430; 2011).

**At Will:** Unless exempt due to an employment contract signed by the President of the College, all employees of Central Christian College of Kansas are considered as an "at-will" employee.

**Title IX, VAWA, Clery, and SAVE ACT:** Central Christian College of Kansas considers all employees "responsible employees" pertaining to Title IX regulations concerning both the prevention and reporting of sexual assault or harassment situations. As such, all employees must communicate with the Title IX Coordinator if they witness or hear about a sexual assault or harassment situation.

**Background Check:** All "offers of employment" are subject to a criminal background check prior to employment.