

KRISTINE SMYTH

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OBJECTIVE

To contribute to an organization aligned with my values in an advisory role.

Catholic Eldercare (May 2004 – January 2018)

Director of Advancement

Major responsibilities:

- Fundraising - Met annual line item budget fundraising goal. Brought online fundraising techniques into practice, formed and fostered major benefactor relationships and connected with family foundations/donor advised funds.
 - Marketing - Selected outside marketing firm and guided the work for a long- term plan for Catholic Eldercare to become known outside of the Northeast Minneapolis market.
 - Public Relation - Was the contact person for all television, radio, and print persons.
 - Communication - Responsible for Catholic Eldercare's external biannual newsletter, internal employee updates and constituent contacts regarding specific activities, accomplishments and undertakings.
 - Volunteers – The Volunteer Branch became part of the Advancement Department, under my direction, to highlight the importance of volunteers advancing the mission to the public.
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St. John Paul II Academy (August 2001 – May 2004)

Major responsibilities:

- Fundraising
 - Admissions
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St. Catherine University Alumnae Office (January 1989 - July 2001)

Associate Director

Major responsibilities:

- Planning annual reunions
 - Motivating Chapter leadership and planning Chapter events locally and nationally
 - Working to bring Alumnae into the admissions process
 - Promoting and enhancing the reputation of St. Kate's through the alumnae network
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EDUCATION

Master of Arts – Philanthropy and Development
St. Mary's University of Minnesota

Bachelor of Science – Education
St. Catherine University

REFERENCES

Father Stephen O’Gara – (612) 790-0893

Daniel Johnson, Retired CEO of Catholic Eldercare – (763) 276-5452

Thomas McGuire – (952) 210- 4752