



We are hiring  
**Chief Financial Officer**

## THE OPPORTUNITY:

**The Roman Catholic Diocese of Raleigh seeks a Chief Financial Officer (CFO).**

The CFO is the principal advisor to the diocesan bishop in matters of finance in cooperation with the diocesan finance council and is responsible for developing and implementing financial strategy to fund ministry aligned with the bishop's priorities. This includes the growing importance of utilizing data and financial analysis to anticipate trends and maximize current opportunities. The CFO is responsible for administering the temporal goods of the diocese under the authority of the bishop, in accordance with the plan of the diocesan finance council, and to make those payments from diocesan funds which the bishop or his delegates have legitimately authorized.

The CFO is responsible for ensuring that the diocese, and its parishes and other institutions, operates with financial integrity, with a focus on service to its parishes and parishioners, and with an eye towards future financial planning for the needs of the diocese.

The CFO is a member of the bishop's executive staff, the senior leadership team of the diocese. The CFO serves as a key resource person to the parishes and schools and other diocesan entities, assisting them in achieving their mission through prudent use of financial resources.

Reporting to the bishop, the CFO is responsible for the overall financial strategy and operations for the diocese. This includes financial planning & analysis; accounting; tax; treasury; internal audit; insurance and risk management. Specifically, this executive will be responsible for ensuring that all financial systems and controls reflect best practices, as well as implementing financial controls and programs that enable ongoing growth opportunities for the diocese. This executive will also be responsible for the information technology function for the diocese.



## Procedure for Candidacy

Candidates should submit, in confidence, a resume and cover letter to Mr. Neil Calhoun, HR Specialist, at [neil.calhoun@raldioc.org](mailto:neil.calhoun@raldioc.org).

**The Roman Catholic Diocese of Raleigh** encompasses 54 eastern counties of North Carolina, covering 33,088 square miles and serving a population of over 5 million (2020 census). Nearly 500,000 Catholics call the diocese home, representing a richly diverse community that includes growing Hispanic, African, and Asian Catholic populations; only about 5% of Catholics in the diocese are native North Carolinians.

Pastorally, the diocese is organized into eight deaneries and includes 80 parishes, 17 missions, and four campus ministry centers, supported by 147 active diocesan and religious order priests. Under the leadership of Bishop Luis Rafael Zarama, whose episcopal motto "God is love" shapes the diocesan ethos, the Church in eastern North Carolina continues to grow in faith and number. The Diocese of Raleigh was recently recognized as the most conversion-rich diocese in the nation, with one non-infant reception into the Church for every 71 Catholics, far above the national average.



**Raleigh, the capital city of North Carolina**, is one of the South's most vibrant, eclectic cities — where eclectic meets traditional and historic meets modern. Centrally located along the United States' East Coast, the city forms part of North Carolina's famed Research Triangle, a wellspring of education, research, and technical innovation. Raleigh is home to outstanding arts and culture, a renowned culinary landscape, and music scene.



## DUTIES AND RESPONSIBILITIES:

- Supervision of a team of 36, including 6 direct reports: Controller, Director of FP&A, Parish Audit Manager, Chief Technology Officer, Director of Property and Construction, and Administrative Specialist.
- Serve as financial advisor to the bishop and to the bishop's leadership team, the executive staff.
- Oversee the annual diocesan budget process for a \$20 million central office budget, ensuring, along with the Diocesan Finance Council, a prudent and achievable budget that reflects the strategic priorities of the diocese.
- Provide oversight for \$200 million in annual parish and school budgets.
- Oversee the management of a \$100 million Deposit and Loan Fund, the internal bank for diocesan parishes and schools, including setting deposit and loan rates and working with the Diocesan Loan Committee on parish loan requests.
- Serve as key staff person to the Diocesan Finance Council and the Diocesan Investment Committee.
- Oversee the annual external audit of the diocese and associated entities.
- Provide excellent service to the priests and the parishes of the diocese.

## REQUIREMENTS:

- Undergraduate degree in accounting, finance, or business.
- Practicing Catholic in good standing with the Church.
- Demonstrated experience and results in overseeing the finance and administration at a major for profit or not for profit entity.
- Demonstrated results in providing excellent service to "customers" in an organization.
- Demonstrated strategic focus on financial management of a complex entity.
- Experience working with boards and advisory bodies.
- Hard-working, results-oriented individual with the ability to work in a fast-paced, team-oriented environment.
- Must be self-directed and goal oriented, proactively advising the bishop and executive staff team
- Must be forward thinking and have the creative vision to recognize strategic opportunities and have the skills to exploit them from existing and new resources for the diocese.
- Able to engage in open and thoughtful discussion and consultation with key members of the diocese, including the College of Consultors, the Diocesan Finance Council, the Presbyteral Council and the Pastors of the diocese.
- Outstanding leadership skills with the ability to manage both professional and support staff.

## Our Culture & Values



### Luis Rafael Zarama

Bishop of Raleigh

Bishop Luis Rafael Zarama was born in Pasto, Colombia, on November 28, 1958. He completed his philosophical and theological studies at Marian University in Pasto and earned a degree in Canon Law from the Pontificia Universidad Javeriana in Bogotá. Prior to priestly ministry, he taught philosophy and theology for eleven years.

Ordained a priest for the Archdiocese of Atlanta in 1993, Bishop Zarama served in parish ministry, as a pastor, and in senior leadership roles, including Vicar General and Judicial Vicar. In 2009, Pope Benedict XVI appointed him Auxiliary Bishop of Atlanta. In 2012, he was asked to be part of the task force against human trafficking established by Pope Francis called The Santa Marta Group; the group meets every year, gathering Bishops and security leaders from around the world.

In 2017, Pope Francis appointed Bishop Zarama as Bishop of the Diocese of Raleigh, where he was installed at the newly consecrated Holy Name of Jesus Cathedral and continues to serve today.



**The Diocese of Raleigh** offers a supportive, faith-centered, and mission-driven work environment where employees are encouraged to serve with purpose and integrity. Grounded in the belief that "God is love," the diocesan culture emphasizes respect, collaboration, and the dignity of each person's work. Leaders foster trust and responsibility, empowering staff to bring creativity, flexibility, and initiative to their roles as they help carry out the Church's mission.

Employees benefit from a comprehensive package—including health, dental, vision, and a robust 403(b) retirement plan—reflecting the diocese's commitment to caring for those who care for others. Professional growth is actively supported through advancement opportunities in ministry, education, and administration, as well as ongoing training and development. Together, these values create a positive, collaborative, and rewarding workplace for those seeking to integrate faith, service, and professional excellence.