

HOPE FOR CREATION EXECUTIVE DIRECTOR POSITION

Position Description:

Hope for Creation is seeking a part-time Executive Director. The ED will work with the Planning Committee to develop a strategic plan for the year, organize events and programs, manage communication both internally and for public outreach, and lead fundraising efforts. The director will help HfC achieve goals of increasing the diversity of participating individuals and faith traditions, strengthening capacity of individuals and congregations to respond to the climate crisis, and expanding the public conversation about and understanding of climate change as a moral and justice issue.

Hope for Creation, the Southwest Michigan chapter of Michigan Interfaith Power and Light, is a grassroots organization with a mission to promote climate action among people of faith. It is comprised of members of diverse faith communities as well as people who have no congregational affiliation but share a conviction that the climate crisis is a moral and spiritual issue. Past actions have included large speaker events, hosting of Green Team gatherings that provide a venue for shared learning and collaboration, support for community food gardens and native plant installations at houses of worship, leadership in starting and providing volunteer participation for the Kalamazoo city EPS foam recycling program, development of resources to encourage plant-based eating, and advocacy with city and county government. HfC is also a member of the Kalamazoo Climate Crisis Coalition.

Ideally, the Executive Director will help Hope for Creation expand its work by building relationships with a broader array of faith communities and climate-related organizations. Because justice and morality are central to Hope for Creation's climate efforts, we seek a person with a capacity for deep listening and trust building to broaden connections with diverse faith groups and engage with historically marginalized community members who are being affected by climate change. Through these relationships, HfC will be able to contribute to development of a flourishing, connected, resilient community equipped with the spiritual resources to undergird the ongoing collective action necessary to mitigate the negative impacts of climate change and to build a shared future in which the multi-dimensional needs of all living beings are recognized and revered.

- Workload: 20 hours per week at 26.50/hour.
 - This is an independent contractor rather than employee position, however, a stipend for health benefits may be included.
- Anticipated start date: May 1, 2024
 - This is a one-year position that is likely to be renewed.

Application Process

Please submit a cover letter, resume, and contact information for three references. Cover letter should explain the applicant's interest in the position and qualifications.

- Submit to: Board@hopeforcreation.net
- Evaluation of applications will begin on March 22 and continue until the position is filled.
- Email Cybelle Shattuck (cybelle.shattuck@wmich.edu) with any questions.

Hope for Creation website: <https://www.hopeforcreation.net/>

Michigan Interfaith Power and Light website: <https://www.miipl.org/>

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The Executive Director's Tasks will include:

- Strategic planning for the upcoming year.
- Organize/lead meetings of the Planning Committee
- Event/project management
- Budget development and management
- Communication (monthly newsletter, event outreach, represent HfC in community meetings)
- Interface with the HfC Executive Committee
- Fundraising, with assistance from the Executive Committee

Desired Characteristics:

- Good communication skills
- Budget management skills
- Experience with strategic planning
- Independent and self-motivated worker
- Familiarity with faith communities

Minimum Requirements:

- Experience in Nonprofit leadership
- Experience with events planning and project management
- Familiarity with website editing and social media strategies