



JOB ANNOUNCEMENT

EXECUTIVE DIRECTOR OF HEALTH MINISTRIES NETWORK

Health Ministries Network (HMN) is seeking a part-time Executive Director to continue the mission Linking Faith Community Nurses & Health Ministers, congregations, and local resources, to nurture community health equity with spiritual well-being in a four-county area (Whatcom, Skagit, Island and San Juan Counties) of Western Washington.

ORGANIZATION:

Health Ministries Network (HMN) is an interfaith non-profit that initiates, develops and supports health ministry in northwest Washington. For more than 20 years, dedicated faith community nurses (FCNs), health ministers (HMs) and Community Health Advocates (CHAs) have assisted and empowered people in their faith community or geographic community to take charge of their health, focusing on underserved and underrepresented communities.

Health Ministries Network supports the work of FCNs and HMs by:

- Recruiting new faith community nurses and health ministers,
- Providing education and certification through the Foundations in Faith Community Nursing Course;
- Offering continuing education at monthly meetings with rotating topics;
- Developing and promoting Resources to enhance health ministries;
- Facilitating networking and information exchange; and connection with community and health care agencies.
- Offering opportunities for community outreach through Ask a Nurse and other programs.

DIRECTOR

HMN has expanded its outreach across rural communities and seeks to grow in its education and awareness around diversity, equity, inclusiveness and belonging. The Executive Director will hire, supervise and work closely with an assistant as well as the HMN board to implement current programs, grow relationships and oversee the sustainability of the organization. This is a unique opportunity to work in an organization with a respected history of service that continues to expand with the needs of the community.

POSITION RESPONSIBILITIES:

Organization Mission and Strategy: Works with Board of Directors and staff to ensure that the mission is fulfilled through strategic planning, program development, partnerships, and community outreach.

Board Governance: Works with Board Officers in order to fulfill the mission of HMN through effective communication and planning.

Financial Performance and Viability: Responsible for the development of resources sufficient to ensure the financial health of the organization including fund development, fundraising efforts, grants and budget management.

Organization Operations: Oversees and coordinates volunteers and implements appropriate material resources to ensure that the operations of the organization are aligned with the mission, including educational offerings, staff management, and administrative activities.

PROFESSIONAL QUALIFICATIONS:

- An experienced Faith Community Nurse or Health Minister preferred but not required
- BA/BS in management, public administration, nursing, education or related field, an advanced degree is a plus
- Demonstrated leadership ability
- Experience as non-profit board member or working with non-profit boards
- Commitment to working for health equity and growing the diversity, equity, inclusiveness and belonging across our HMN community.
- Interest working in an interfaith environment where people speak about spiritual beliefs and religious practices.
- Experience with community outreach by building relationships with underserved and underrepresented communities
- Ability to thrive as a team member and partner in the community
- Excellent written and oral communication skills including public-speaking
- Computer skills and expertise in Microsoft programs, social media outlets, newsletter/mail distribution platforms and blog/website update
- Excellent organizational skills
- Ability to work independently and prioritize tasks
- Ability to work with little oversight, meet deadlines, and communicate about needs and roadblocks
- Must have a valid state-issued driver's license or obtain by start date.
- Must be able to pass a federal background check

Reports to: The HMN Board of Directors through the Board President.

Compensation: This is a part time position; the compensation is \$30-35 per hour (depending on experience/expertise) for 20 hours per week. Benefits include flexible work hours, and the opportunity to work in a quiet office or telecommute full time.

Application: Applications for this position are open until midnight on May 21st, 2023. Please submit: a current resume, references and a cover letter outlining how your education, experience, and perspectives will support the organizational mission and the position responsibilities. If you hold a current nursing license, please include that information as well. Send applications by email to: director@healthministriesnetwork.net AND [katemassey79@gmail.com](mailto:katemasse79@gmail.com). We will let you know that your application has been received.

Nondiscrimination Statement: Discrimination on the basis of race, color, religion, national origin, sex, age, veteran status, and disability is prohibited by federal statute.

In addition, Washington State law prohibits discrimination based on marital status, creed, sexual orientation, gender identity and expression, and the use of a trained guide dog or service animal by a disabled person. Health Ministries Network likewise prohibits discrimination based on these protected characteristics. Health Ministries Network is committed to providing equal employment opportunity and prohibiting illegal discrimination in the recruitment and admission of students, the employment of faculty and staff and the operation of the University's programs, activities and services. The organization agrees not to discriminate against any client, employee, or applicant for employment or services in the performance of this contract on the basis of race, color, religion, creed, national origin, sex, gender identity or expression, age, sexual orientation, veteran status, marital status, disability and the use of a trained guide dog or service animal by a disabled person.

Health Ministries Network is affiliated with the Chuckanut Health Foundation through a fiscal sponsorship agreement that includes some of the administrative work associated with operating an independent nonprofit.

Health Ministries Network supports and abides by state and local COVID-19 policies.

Application materials should be emailed to: director@healthministriesnetwork.net

Learn more at: <https://www.healthministriesnetwork.net/>