

# **Executive Director Vacancy**

## **Interfaith Coalition for Worker Justice**

### **Overview:**

The Interfaith Coalition for Worker Justice (ICWJ) has been a leader in South Central Wisconsin in the fight for economic and worker justice since 1999. ICWJ is a coalition of individuals, religious congregations, interfaith bodies, labor unions, and community organizations concerned about economic and worker justice. ICWJ educates and mobilizes the religious and labor communities to actively build relationships between faith and labor groups, and to support the rights of workers to organize and engage in collective bargaining. ICWJ has a diverse board of directors and a solid reputation in the local faith and labor communities.

The organization is seeking a permanent part-time director to begin in early 2017.

### **Job Description, Key Roles and Responsibilities:**

#### **1) Leadership and Public Representation**

- Lead ICWJ in calling for a more just society and articulating the role of the religious community in advocating for worker and economic justice
- Prioritize and manage worker justice campaigns and initiatives
- Oversee the day to day operations of the organization
- Build and strengthen relationships with local congregations, unions and community organizations
- Represent the organization with the media and at rallies, community events and meetings

#### **2) Fundraising**

- Ensure sustainable funding, in partnership with staff and board
- Build and manage relationships with major donors and foundation representatives
- Enlist unions, faith organizations, individuals, law firms and other organizations to support ICWJ's work

#### **3) Staff, Intern, and Volunteer Management**

- Hire, train, supervise and evaluate staff, interns and volunteers as appropriate
- Work with staff and the Board to set clear goals and objectives

#### **4) Board Support**

- Participate in all board meetings and support the strengthening involvement of the board
- Make program recommendations to the board
- Work with the board on recruiting and involving board members

**Qualifications:**

Above all, the organization seeks a leader committed to ICWJ's mission and vision. The ideal candidate will have:

- Passion for ICWJ's mission, its interfaith approach to working with congregations, its collaboration with labor unions, and bridge role between the faith and labor communities. Ability and desire to work with diverse groups of people from different backgrounds and with different beliefs.
- Prior experience with social justice organizations.
- Adaptable, persistent and able to manage and prioritize competing time demands.
- Ability to frame issues of labor and faith in a way that calls to conscience and compels public engagement in the movement for worker justice.
- Management experience (supervision, finances, program effectiveness) and background in building an organization.
- Successful experience with fundraising (major donors, grantwriting, and special events).
- Outgoing people-person with excellent relational, communication and listening skills.
- Openly invites and engages a variety of opinions when making decisions. Works with integrity and has the ability to set a tone of ethics and values.
- Ability to engage with media contacts and via social media.

**Compensation:**

This is a part-time position that includes paid time off. Salary is commensurate with experience. ICWJ is an Equal Opportunity Employer. Women and people of color are encouraged to apply.

**Application Process:**

Applicants should send: 1) a resume and cover letter describing qualifications and interest in the position; and 2) two professional references. Email applications by December 31 to Mary Bell at: [rapidsbell@charter.net](mailto:rapidsbell@charter.net).