

# Konbit Sante

CAP-HAITIEN HEALTH PARTNERSHIP

## **Job Title: Executive Director**

About Konbit Sante: We are a global health non-profit organization that supports the delivery of quality health services in northern Haiti. Founded in 2001, our organization strives to impact the “building blocks,” or essential functions, of a health system by working with local partners to ensure that they have a well-trained workforce, reliable data, well-maintained facilities, access to essential medication, supplies, and equipment, adequate financing, and strong management practices. We believe that supporting the capacity of local health systems is the path to ensuring sustainable, quality, and accessible health care for all.

About the Role: We are seeking an experienced leader to oversee the organization’s operations, development and communications, finances, programs, and staff. The executive director will advance the organization’s mission through strategic planning, sound management, and community engagement. The position will be based in Maine, with quarterly travel to Cap-Haitien, Haiti.

Key Responsibilities:

### **Strategic Leadership:**

- Work with the Board of Directors to set the strategic direction of the organization to achieve its mission and goals.
- Implement best practices and strategies to enhance the organization's efficiency, financial health, and impact.
- Collaborate with the staff and Board of Directors to develop long-term plans, policies, and initiatives that align with the organization's mission and vision.
- Oversee the implementation of programs, ensuring they are impactful and in line with partners’ priorities.

### **Development and Fundraising:**

- Work with the Board’s Development Committee and staff to:
  - create effective strategies for the financial wellbeing of the organization, including the development and implementation of a comprehensive communication and fundraising plan that includes goals, strategies, tactics, and timelines,
  - develop and implement a plan to widen our base of financial support and retain existing donors,
  - develop fundraising strategies and events, including donor cultivation, major gift solicitation, donor appreciation events and peer-to-peer events,
  - monitor, evaluate, and report on fundraising results to Board of Directors,
  - create and manage external communications, including newsletters, press releases, annual reports, social media, and website content, and
  - cultivate and maintain strong relationships with individual donors, corporations, foundations, and government agencies to secure funding and support for the organization's initiatives.
- Seek and pursue grants, contracts, and other funding opportunities to diversify and increase the organization's revenue streams.

### **Financial Management:**

- Work with the Board Treasurer to:
  - develop the organization’s budget,
  - ensure appropriate record keeping of budgetary expenditures,
  - prepare budget reports for the board, and
  - review financial statements and data to improve the financial health of the organization.
- Manage the organization’s budget.
- Provide supervision for the accounting team.

**Team Leadership and Management:**

- Recruit, inspire, supervise and evaluate staff.
- Establish organizational structures and plan the use of human resources.
- Build and lead a high-performing team, fostering a culture of collaboration.
- Provide guidance, mentorship, and professional development opportunities to staff members to enhance their skills and effectiveness.
- Coordinate, manage and monitor the tasks and responsibilities of various departments in the organization.
- Serve as a liaison between staff and the Board of Directors.

**Communications/Public Relations:**

- Represent the organization in local, national and international forums, advocating for global health issues and promoting the organization's mission and achievements.
- Establish partnerships with other global health organizations, institutions, and stakeholders to enhance the organization's impact and reach.

**Governance:**

- Collaborate with the Board of Directors to review and refine the board's scope of responsibilities and process for decision-making, board member recruitment and self-assessment.
- Providing regular updates to the Board of Directors, staff and supporters on the organization's performance

**Qualifications:**

- Master's degree or greater in a relevant field (e.g., public health, international development, business administration).
- Proven leadership experience in a senior management role within the global health sector or a related field.
- Demonstrated success in fundraising and development, including securing grants, major gifts, and cultivating donor relationships.
- Experience managing budgets effectively.
- Excellent communication and interpersonal skills, with the ability to engage and lead diverse stakeholders.
- Experience in working with and understanding the needs of global health communities and beneficiaries.
- Familiarity with global health policies, challenges, and trends.
- Commitment to the organization's mission and values.
- Willingness to travel to Haiti.
- Demonstrable cultural competence.
- French or Creole proficiency desirable.

Salary: \$75,000-\$85,000 (commensurate with experience)

Benefits: Paid vacation, 401K, and a monthly health insurance stipend

Deadline: We invite all interested and qualified candidates to submit a cover letter and resume to [tnegussie@konbitsante.org](mailto:tnegussie@konbitsante.org) by October 15, 2023.