



# Executive Director

HALF | TIME  
TALENT SOLUTIONS

# Africa HEART

*Stabilize → Empower → Thrive*

## Mission

*HEART and their partners are empowering current and future generations of the people of Africa through disease prevention, education and economic strengthening, to promote physical, spiritual and emotional health as a Christian faith-based organization.*

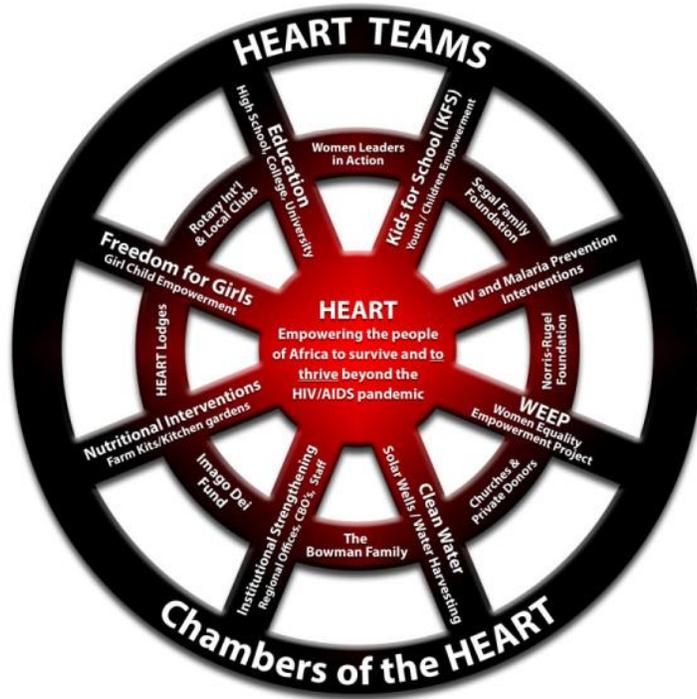
## History

Founded by Vickie Winkler in February 2000, [HEART](#) (Health Education Africa Resource Team) is a Christian humanitarian organization empowering the people of Africa to survive the HIV/AIDS pandemic by providing medical care, education, and income generating activities to create a healthy, sustainable, disease-free life. The organization is a registered 501(c)(3) nonprofit organization in the United States and a registered TRUST in Kenya. HEART has offices in California, Colorado, and Kenya, with the compound and lodge in Nairobi, Kenya serving as the headquarters for Africa.

Since their start in 2000, HEART has experienced far reaching impact growth. As of reports in March 2016, HEART is making a lasting impact in the nation of Kenya. Some examples of the work they are doing includes:

- Serving 297 women living with HIV/AIDS (served through WEEP program, described below)
- Making 68,376 malaria prevention nets, reaching 203,628 children (3 children and pregnant mothers per household)
- Supporting 18 Community Organizations (15 CBOs, 1 NGO, and 2 SHGs)
- Providing 158,936 adolescent girls supplies to stay in school
- Supporting 6,943 Orphans and Vulnerable Children (OVC) with shelter, nutrition, health, education, proection, and psycho social support





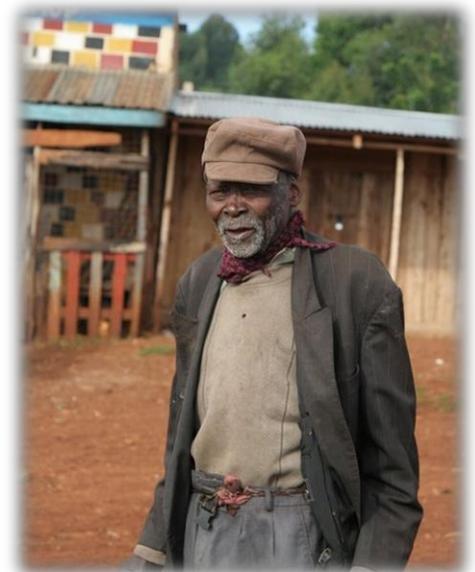
## Programs

The **HEART Wheel** is a visual overview of the many different projects and ministries of HEART. The outer wheel is the HEART teams that keep them moving and the Chambers of the HEART represent the governance and accountability of all donations (keeps the blood pumping into the projects).

All the projects are interrelated and reinforce one another. The girls in the Kids for School all receive the Freedom for Girls packets; the WEEP participants make the uniforms for the Kids for School children; and the wells we are providing for clean water are in the Kids for School communities. The inner wheel identifies our donors and partners.

### Programs include:

- [Women Equality Empowerment Project \(WEEP\)](#) - Identifies HIV positive mothers who have been widowed or abandoned, then proceeds to provide medical care, nutrition, shelter and access to ARVs.
- [Freedom for Girls](#) – Provides girls with undergarments, sanitary napkins and hygiene education.
- [Kids for School](#) - Provides female breeding goats and uniforms to orphans and vulnerable children throughout rural Kenya.
- [Greenhouses](#) – Helps meet the needs of the caregivers of the Kids for School Project.
- [Youth Empowerment Program \(YEP\)](#) – Works with youth throughout Kenya via seminars, rallies, and activities, allowing youth to openly discuss issues related to sexuality, substance use, and the impact of the many choices they will be asked to make.



# Executive Director

## Overview

HEART's Board of Directors is seeking an Executive Director who will gracefully succeed the beloved and respected Founder of the organization. Her faithfulness and prayerful leadership in more than 30 years of ministry service in Africa has attracted resources and talent to HEART, now in its 15th year of sustainable Kingdom impact. Successful ministry work in Africa is often as much or even more dependent on trusting relationships than great processes and systems alone. The new Executive Director will be able to appreciate the invaluable time of transitional mentorship and learning that the Founder will provide. During this time, the Founder will serve as an internal consultant and informed advisor to the Executive Director regarding how organizational history and current program and fundraising activities impact future planning.

The new Executive Director will need time to absorb and understand the variety and complexity of HEART's partnerships, operations and culture. It is rare to have such a sensitive and self-aware Founder willing to mentor and share her knowledge and experience to assure the new Executive Director's success as he/she grows into the HEART organizational leader. During this time of transition, the Board of Directors and the Founder are committed to giving the new Executive Director full public support for his/her position of leadership in resource development, operations leadership and as the next dynamic leader to the HEART mission. This time of transition is meant to give the new Executive Director the very best platform for a long future of success.

Reporting to the U.S.-based Board of Directors, the Executive Director serves as the leader of the organization for all HEART locations and staff. The Executive Director works closely with the governing Board to determine short- and long-term plans for the organization, and with the Kenyan Board of Trustees overseeing the HEART Trust which has fiduciary responsibility for a variety of real estate and other assets. The HEART Trust is in final discussions about receiving their tax exempt status in Kenya.

The Executive Director is responsible for all fundraising and resource development activities in North America and Kenya. The successful candidate will help forge new relationships to build HEART's visibility, impact, and financial resources. He/she may determine the need to develop plans for expanding a field team to work with the Executive Director to coordinate a comprehensive fund development operation. The Executive Director will also design and implement a comprehensive plan for developing key external alliances by cultivating partnerships and philanthropic support.

In the current organizational structure, the Executive Director supervises three U.S. employees, including a part-time Administrative Assistant and Financial Manager based in Colorado and a full-time Development Associate based in Texas. In Kenya, the Executive Director manages the Director of Operations who leads a team of finance and program managers in providing services in 15 districts of Kenya. The Director of Operations in Kenya also oversees an operations team

responsible for The Lodge. The business model for [The Lodge](#) generates a net margin from more than 5,000 guest nights per year associated with a variety of short-term vision trips and volunteer mobilization efforts related to HEART's programs and other selected organizations with complementary operations in Kenya. The Director of Operations and others working in the operations in Kenya are accountable to the Executive Director to determine funding priorities and impact messaging to produce the maximum impact with U.S.-based resource partners.

The Executive Director coordinates the interests of the HEART Trust through the Kenyan Board of Trustees which maintains fiduciary responsibility for preserving and growing the resources of the trust. These resources include \$1.8M in real estate holdings and other financial accounts.

Resource development skills are key for this position, as well as, a passion for Africa and the health and holistic transformation of the people of Kenya. This new leader must appreciate the human devastation caused by HIV/AIDS in particular areas of Africa and that HEART offers the world servant leaders who focus on medical care solutions and development of economic sustainability skills focused on the dignity of each person in their communities. As the Executive Director effectively articulates this to donor audiences, those audiences will better understand and respond to the critical mission driving HEART.

In honoring the Founder's many contributions and on-going legacy, the Executive Director will have the full support of the US Board of Directors to formulate the strategic planning process for the resource development strategy of HEART's ministry. Leading the organization in developing a strategic planning process will be on the new Executive Director's list of key duties. Details of the previous 3-year plan will be shared with interested parties, but the road ahead is expected to build on the past success to construct an organizational capacity and infrastructure that allows for growth and expansion. HEART requires an Executive Director who is committed to prayerfully leading a team to reach the financial goals that allow the essential work of HIV/AIDS intervention, Malaria prevention, school retention programs and other initiatives related to shelter, nutrition, health education, psycho-social support, as well as self-sufficiency and economic independence.

## Responsibilities

The Executive Director will hold the following responsibilities:

- Cultivate a close working relationship with the Founder on HEART's current fundraising processes and operational objectives.
- Become a voracious student of existing relationships with Board members, staff, individual donors, foundations and church partners. Build a deep understanding of current Kenyan operations, donor relationships and key resource partnerships, actively participating with the Founder in all key meetings and conversations
- Lead and coordinate the cultivation of all public and private support for HEART from churches, individual donors and foundations in a multi-channel development operation, to

be able to evaluate and make recommendations to the Board of Directors regarding current and future personnel and system needs

- Seek counsel from the Founder in leading the planning, development, and implementation processes for all aspects of current and future fundraising strategy, including exploration of a field team strategy in the U.S and in Kenya
- Review and assess all current communications with donors and prospects, prospect research, solicitation of foundations, churches, corporate and individual donors, gift planning, grant and proposal writing, donor appreciation and fundraising accounting
- Ensure strong operational management processes and systems that support best practices and standards of excellence and effectiveness for all programs and services of the organization, including all Kenyan operations.
- Collaborate with U.S. Board of Directors and the Kenyan Board of Trustees in planning for strategic decisions affecting HEART

### Key Candidate Characteristics

- Demonstrates a dynamic and growing faith in Jesus Christ, a passion for the mission of HEART and commitment to seeking God's direction as a trusted servant leader, who views daily life as being led by the Holy Spirit and the Word of God
- Currently demonstrates stewardship through involvement in their local church, giving time, talent and resources
- Eager to develop relationships with Boards, staff and stakeholders
- Able to understand and embrace the more relational culture in Africa
- Has the personal, organizational and executive abilities to inspire and lead
- Willingness to be mentored by Vickie Winkler, Founder
- A servant leader who believes this position is a God-calling on their life
- Someone who wants to be immersed in African culture and service to the people of Kenya

### Requirements

- Bachelor's degree required, Master's degree preferred
- 5+ years of professional P&L leadership experience with demonstrated success in non-profit organizational leadership or relevant for-profit marketplace companies
- Demonstrated experience in cultivating and expanding positive long-term business, ministry or community relationships through a win-win solutions
- Excellent communication skills and ability to effectively influence and engage a wide range of potential partners with a persuasive style that moves individuals to action
- Strong managerial, organizational, and time-management skills with attention to detailed planning and execution against key objectives
- Resource development experience is a plus, specifically building and managing field teams and personally forging relationships with multiple resource partners
- Experience volunteering or working in Africa strongly preferred

- A reliable team player who also has the ability to work independently and manage multiple tasks and projects at one time
- Able to travel between the U.S. and Kenya and remain in Kenya for extended periods of time, as needed.

**For more information, or to apply for this position, please contact**

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