Job Title: Executive Director, Village Health Works

Location: New York City, USA

The Organization

Village Health Works (VHW) is a 501(c)3 global health non-profit organization with headquarters in New York and operations in Burundi, East Africa. Located at the source of the Nile River, Burundi is renowned as a land of both great beauty and extreme poverty. VHW was founded upon a strong belief that good health, i.e. health of the mind, body and spirit, is a prerequisite for any society to be self-sufficient and peaceful. VHW’s community-driven approach is fundamentally important in all we do, and has enabled our programs to bring lasting change to some of the world's most impoverished and vulnerable people. We deliver world class and locally-based medical care, along with food security and education initiatives, from what has rapidly become the premiere public health facility in all of Burundi. Our mission is to provide high quality and compassionate healthcare in a dignified environment, regardless of a patient's ability to pay, while addressing the root causes of illness and disease. We work closely with local communities whose leaders participate in the organization's decision-making processes.

Job Description Overview

The Executive Director is based in New York City and has primary responsibility for VHW’s day-to-day operations here, including building lasting relationships with strategic and financial supporters to effectively carry out the mission of the organization. This responsibility also includes working closely with the VHW team in Burundi to oversee management and direction of operations on the ground. The New York office will be a lean group, currently with only three paid staff, but will grow over time as our success continues to grow in Burundi.

Further Duties and Responsibilities: (including, but are not limited to)

- Collaborate with the Board and senior leadership teams in NYC and Burundi to refine strategy and set goals that reflect the mission, vision and values of the organization
- Oversee the design, delivery and quality of VHW programming
- In concert with the Development Director and Board, devise and implement a fundraising plan to generate a diverse revenue base
- Serve as the organization's ambassador, professionally representing VHW among a diverse range of stakeholders and the public
• Maintain excellent working relationships with our partners: academic institutions, financial supporters, government officials, and other organizations to help achieve the goals and mission of the organization

Qualifications

Experience

• A minimum of 5 years nonprofit work or experience in comparable fields
• At least 3 years of demonstrated success in highly successful fundraising, staff leadership, financial management, and strategic planning
• Success in effectively leading organizational growth through strategic planning
• Demonstrated knowledge of global health, education, socio-economic development and other social justice issues
• Demonstrated knowledge of leadership and management principles as they relate to non-profit/charitable organizations

Skills

• Leadership capabilities: an inspiring and collaborative style that engages the support and talents of the staff, and encourages creativity and high-quality work
• Professionalism: set priorities, monitor progress towards goals, maintain ethical and professional business practices, respect diversity
• Communication: excellent oral and written skills, effectively engaging others to rally their support
• Problem solving: evaluate problems that arise, gather and process relevant information, and make recommendations and take action to resolve the problems

Personal Characteristics

• Compassion for the poor
• Commitment to the values embodied in Village Health Works’ statements of purpose, including community engagement and dignity
• Adaptability: demonstrate a willingness to be flexible and tolerant of a dynamic operational landscape while maintaining effectiveness and efficiency
• Creativity: orientation towards catalyzing innovative and progressive social change, able to create new opportunities for growth

Compensation / Benefits
The compensation and benefits package is competitive with comparable nonprofits, and commensurate with qualifications.

To Apply
Interested individuals should email their resume and a cover letter to:
human.resources@villagehealthworks.org.