



Ignite Peace – Executive Director

Ignite Peace (formerly Intercommunity Justice and Peace Center - IJPC) is seeking a full-time Executive Director to lead the organization's continued programmatic and financial success in alignment with its mission and vision. The ideal candidate is an experienced leader who is a self-starter, enjoys building relationships with diverse groups, and excels at fundraising. This position provides the opportunity to engage with community members in Greater Cincinnati, nonprofit leaders, and elected officials.

About Ignite Peace

Ignite Peace is a small, dynamic nonprofit organization whose mission is to educate and advocate for peace, challenge unjust systems, and promote the creation of a nonviolent society. We mobilize people of Greater Cincinnati to raise their voices, take action, and create change. For more information, visit IgnitePeace.org.

Job Responsibilities

The Executive Director reports to the Board of Directors and is responsible for:

- Championing Ignite Peace's mission and programs, and expanding the organization's reach and influence;
- Modeling and reinforcing an inclusive, positive, accountable, and empowering workplace culture;
- Hiring and supervising qualified staff and developing performance standards for use in annual evaluations;
- Partnering with Board and staff to create, plan, and coordinate long-term strategies for: fundraising and financial sustainability; donor retention and growth; programming; and Board Development;
- Engaging staff in the translation of the Ignite Peace Theory of Change into measurable annual goals, priorities and work plans; and driving performance against those goals;
- Planning and implementing, in conjunction with the Board, opportunities for financial support, including but not limited to, grants, fundraising events, program revenue, individual donor cultivation, and more;
- Overseeing all financial and legal responsibilities including ensuring accuracy in financial planning, managing, and reporting; developing aligned budgets and work plans to support programmatic needs;
- Cultivating relationships with faith Partners, donors, funders, and community partners; and
- Assuring statistical data, records, reports, and database are maintained.

You are a good fit for this position if you are an exceptional listener who builds authentic relationships with a wide variety of experts and practitioners; have a commitment to peace and justice and Ignite Peace's mission; are able to work independently and collaboratively; can multi-task and see projects through to completion; and are able and willing to work flexible hours.

Qualifications

We're seeking candidates with compelling written and oral communication skills. Desirable skills include:

- Advanced degree in related field preferred;
- Proven fundraising experience in nonprofits;
- Ideally 5+ years' experience in nonprofit leadership;
- A demonstrated commitment to justice and a history of getting things done even in the face of obstacles;
- Experience managing multiple projects and ability to collaborate with committee members and volunteers;
- Proficient with technology (ex: QuickBooks Online, Google Suite, Salesforce); and

Knowledge of Greater Cincinnati, anti-racism practices, and peace and nonviolence movements are helpful but not required. The small staff works collaboratively, shares office chores, and performs other duties as requested.

What Else You Should Know

This position is full time exempt and reports to the Board of Directors. Salary range is \$65,000-\$72,000 depending on experience. Benefits include generous time off and a reimbursement health benefit for full time employees covered by health insurance providing minimum essential coverage. Ignite Peace is an Equal Employment Opportunity Employer. We encourage applicants from marginalized and underrepresented communities.

How to Apply

Please submit a resume and cover letter via email to careers@IgnitePeace.org by May 31, 2024. Incomplete applications will not be considered.