**Executive Director Position – Cooperative Metropolitan Ministries (CMM)**

***CMM seeks a dynamic individual to fill the position of Executive Director. Founded in 1966, CMM honors the power of our diverse spiritual traditions as we collaborate to advance peace and justice. CMM consists of widely diverse congregations, community organizations, campuses, and committed individuals. CMM’s current programs are in the areas of education, dialogue, advocacy, spirituality, and service learning/civic engagement.***

**The Executive Director** serves as chief executive officer of the organization and *ex-officio* member of the board, which provides program/policy direction and fiduciary oversight. The position is 20 hours per week with the potential to expand to full-time as the funding increases.

**Primary Responsibilities include:**

* work with the board on strategic planning and program implementation and evaluation;
* lead fundraising & providing direction for carrying the organization into the next exciting stage of its history;
* serve as facilitator and member of CMM’s working committees;
* represent CMM to the press and to local and national groups, as well as effective speaking in congregations, community forums, and other venues; write press releases;
* supervise staff and program leaders, collaborating on board development and training;
* drive efforts for community organizing, networking, reaching new members and partners.

**Specific programs for the Executive Director to oversee and assist directing include:**

1. **Ruah (“spirit”) Interfaith Spirituality Programs** offers opportunities for grounding and spirituality, listening to one another’s faith and value-based perspectives, as we come together to heal ourselves and the earth. We believe that these are essential for sustainable social justice work. Annual events include At My Neighbor’s Table series, Martin Luther King Jr. Interfaith Day of Service, UN International Day of Peace, etc.
2. **Legislative Advocacy and Social Action activities**, working on issues such as homelessness and affordable housing, youth violence prevention, immigrant rights, environmental justice/climate action, and interfaith responses to religious bigotry, racism, and genocide.
3. **Values over Violence (VoV)** is a program to foster dignity through a civic culture based on forgiveness and reconciliation. It trains youth and adults to examine their emotions, learn to identify events which trigger anger and revenge, and look at choices about how to handle these events.
4. **Clergy Laity and Affordable Housing (CLAH)** volunteers help to clean out, repair, and paint homes. CLAH buys the materials, hires a construction manager, provides the tools, as well as lunch for the volunteers. CLAH is a leader in creating Black wealth equity.
5. **Boston Bridges Fellowship** with Hebrew College brought together the young adult religious leaders of tomorrow in the Greater Boston area for intentional relationship building as they learn and work together with those established in the work. CMM also did this via youth work, which is now Hebrew College’s Dignity Project Fellowship.

**Qualifications Sought:**

**Essential**: the successful candidate will bring to CMM:

* spiritual grounding, and a consensus-building leadership style;
* expert skills as a supervisor and facilitator and experience in working with boards, coalitions, committees, and volunteers;
* vision, energy, and commitment to interfaith/cross-cultural learning and social action;
* demonstrate administrative leadership experience in nonprofit, educational, or social entrepreneurial fields;
* excellent competency in communication and fundraising skills with demonstrable ability to dialogue and organize effectively across lines of religion, race, class, and culture;
* demonstrated fund-raising experience, especially through mailings, grants, community engagement and fundraising events;
* 5-to-7 years’ experience, and bachelor’s degree required. Post-graduate degrees a plus.

**Desirable qualities**: passion for social justice and working with diverse communities; flexibility, sense of humor, availability to work evenings and weekends if needed.

**Position is part time, 20 hours per week.** Suggested Salary and Health and other benefits – to be negotiated.

**To apply, email a Cover Letter and Resume or CV with a List of 3 References** and their phone and email contact information to info@coopmet.org and include the words: EXEC. DIRECTOR APPLICATION FROM [YOUR NAME] in capital letters in the email subject line. Include specific details about all required competencies.

***CMM is committed to attracting a diverse pool of applicants and does not discriminate on the basis of race, ethnicity, class, gender, sexual orientation, disability, or veteran status.***

**Cooperative Metropolitan Ministries**

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