



Arizona Faith Network
Faith Community Coordinator
(Contracted Part-time Position)

Organization

Arizona Faith Network is an interfaith organization dedicated to bringing people together to promote peace and understanding through interfaith education, dialogue, and healing of the world through collaborative social action. We are made up of people of different faiths who covenant with each other in solidarity and mutual respect. We recognize that our diversity makes us stronger and while we seek to find common ground, we also lift up our differences as unique individuals and communities. Together we are committed to both civil dialogue and transformational action while we seek to keep our faiths and beliefs as an inspiration and direction for all that we do.

The work of the organization flows through two Commissions: Social Justice and Theological Dialogue, which collaborate on one Annual Mission Focus Topic. The Annual Mission Focus Topic is implemented through a series of events, actions and efforts that engage AFN's partners in civic action.

Position

The purpose of the Faith Community Coordinator (FC) is to assist in the development, growth, coordination, and program implementation of Arizona Faith Network. The FC will work with the Executive Director to maintain contact with faith communities throughout Arizona. to develop and implement strategic programs to train, connect and activate Arizona faith leaders through network initiatives. These efforts will be connected to our Extreme Heat Relief and Cooling Center efforts but may not limited only to this scope. The FC will also work with the other AFN leaders and staff to ensure there is regular integration of social justice and theological dialogue in all areas of AFN.

This position reports directly to the Executive Director.

Responsibilities:

Program

- Provide coordination of AFN faith community partnerships including as directed by the Executive Director.
- Focus on expanding AFN's growth by establishing relationships with key faith and community leaders throughout Arizona in line with AFN's strategic plan and guidance.
- Serve as the primary point-of-contact for AFN's Extreme Heat Relief Work.
- Serve as a point-of-contact for AFN outreach efforts to faith communities, collaborating with other staff and volunteers.

Identify and recruit faith communities to become new partners with AFN.

- Provide organizational administrative support and leadership to AFN Staff, Commissions, and Committees as necessary.
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- Work closely with the AFN volunteers and staff to organize and implement communication that will train, connect and activate Arizona Faith Leaders through AFN's Programming.
- Work with the Theological Commission Chair to ensure that there is regular integration of Interfaith Dialogue and Relationship building throughout AFN Programming.
- Serve as a positive representation of AFN in the community.

Communications

- Serves as a digital organizer for AFN as directed by the Executive Director.
- Co-creates and implements a social media strategy that increases visibility for the work of AFN, and related actions with AFN staff.
- Increase visibility for the work of AFN, including the Mission Focus Topic Events and other work.
- Build and maintain relationships with diverse faith and community leaders throughout Arizona.
- Identify target audiences and create strategies to effectively engage them.
- Provide reports of activities and work as requested.

Other duties as assigned

At all times the FC will serve as representation of the Arizona Faith Network and will follow all personnel policies as required. Matters considered confidential such as: contributions to AFN, business matters that have not been made public, leadership concerns or other subjects named as confidential shall not be shared.

Qualifications

- Able to articulate personal alignment with AFN's faith-rooted values.
- Has demonstrated success building collaborative relationships across multiple faiths.
- Has excellent verbal, written and relational skills. Holds the knowledge and ability to use Microsoft Word, Excel, Publisher, and SharePoint.
- Has excellent organizational skills and attention to detail.
- Able to communicate with a wide variety of audiences, including those of different faith traditions and varied political backgrounds.
- Able to work on short deadlines and independently.
- Able to work well with grassroots organizations and individuals in coalition in order to mobilize the faith community around specific needs.
- Able to articulate theological reasons to stand in solidarity with the most vulnerable in our communities.
- Able to think and plan strategically and with a direct focus.
- Holds Bachelor's Degree (preferred)

Compensation

This temporary position is part-time subject to contract pay. Payment rate will be negotiated with the Executive Director of AFN.

Interested candidates should email a copy of their cover letter and resume to katie.sexton@azfaithnetwork.org. Resume, references and background check required.