

President/Chief Executive Officer of the Evangelical Environmental Network

Policy Type: Job Description

Policy Name: Job description for President/C.E.O.

Position: **President/C.E.O.**

Employment: Full-time salaried position

Term: Serves at the discretion of Board with 60-day notice

Organizational Overview

The Evangelical Environmental Network (EEN) is a ministry that educates, inspires, and mobilizes Christians in their effort to care for God's creation, to be faithful stewards of God's provision, to get involved in regions of the United States and the world impacted by pollution, and to advocate for actions and policies that honor God and protect the environment.

Founded in 1993 as a 501(c)3 non-profit organization, EEN's work is grounded in the Bible's teaching on the responsibility of God's people to "tend the garden" and in a desire to be faithful to Jesus Christ and follow Him. EEN publishes materials to equip and inspire individuals, families, and churches. EEN seeks to educate and mobilize Christians to: 1) make a difference in their churches and communities and 2) to speak out on state, national, and international policies that affect our ability to care for God's Creation and protect life, to ensure all God's children and God's creation have a healthy environment to thrive in, and to enable new opportunities to be public witnesses of Christ as his hands and feet in action and in truth.

EEN Mission

To inspire, equip, educate, and mobilize evangelical Christians to love God and others by rediscovering and reclaiming the Biblical mandate to care for creation and working toward a stable climate and a healthy, pollution-free world.

EEN Vision

Sharing the fullness of the gospel of Jesus Christ, we envision a world with abundant life for all where people are free from the burden of pollution, all creation flourishes in right relationship, and children have hope and expectation for a healthy, vibrant future.

In May 2022, EEN Action was founded as a 501(c)4 organization, facilitating increased lobbying efforts on creation care-related issues and the ability to support or oppose ballot measures. The President/C.E.O. of EEN is currently the Chair and C.E.O. of EEN Action, while the Vice-President for Science and Policy of EEN is the President and C.O.O. of EEN Action.

The Opportunity

The next decade is pivotal for turning the tide on climate change and life-threatening pollution. Despite recent wins in Congress, significant work remains to ensure that God's creation and all God's children, especially those most vulnerable, have a safe climate and healthy environment to thrive in. Vigorous advocacy by evangelicals is needed to spur bipartisan action on issues from local pollution to global climate emissions and ensure recently enacted climate benefits swiftly reach communities most impacted and exposed to climate and pollution. To meet this moment, EEN seeks a visionary and strategic President and Chief Executive Officer to continue, and grow, EEN's leadership bridging the partisan divide on climate action, mobilizing evangelicals for creation care, and defending life from environmental harm.

Reporting Relationships

The President/C.E.O. is the Chief Executive Officer of EEN, an ex-officio member of the Board Executive Committee and serves as ex-officio Board Member. He/she is accountable to the Board of Directors and has no authority to act beyond that required to fulfill the duties outlined below and provided in EEN's By-Laws. The President/C.E.O. reports to the Board of Directors. All staff and volunteers report directly or indirectly to the President C.E.O.

Core Responsibilities

The President/C.E.O. shall be responsible and accountable for the following functions:

Fundraising

- Oversee fundraising planning and implementation, including identifying resource requirements, researching funding sources, establishing strategies to approach funders, submitting proposals and administrating fundraising records and documentation.

Policy Work, Communication, & Public Relations

- Ensure EEN's mission, programs, and services are consistently and compellingly presented in a strong, positive image to relevant stakeholders including media. The President/C.E.O. will work closely with the Policy Lead and the Communications Lead to develop policy positions and communications, and will have final approval of all external communications or public policy statements before release.
- Developing, fostering, and strengthening relationships among policymakers, environmental agencies, church leaders, EEN staff, and potential donors.

Strategy Setting & Organizational Management

- In conjunction with the Board of Directors, develop and review the EEN's Mission, Vision, and Strategic Plans.
- Give direction, leadership, and implement EEN's mission, strategy, annual goals, and objectives.
- Oversee and supervise all programs and services.
- Human Resource Management -- Effectively hire staff and manage the human resources of the organization according to authorized personnel policies and procedures that fully conform to current laws and regulations. Supervise the Vice President, Vice President of Science and Policy, and the Director of Communications.

Financial & Administrative Management

- Prudently manage EEN's resources within budget guidelines, according to current laws, regulations, and policy.
- Approve all financial disbursements and supervise contracted accounting services.
- Recommend a yearly budget in conjunction with the Treasurer and Finance Committee.
- Ensure monthly financial reporting is forwarded to the Treasurer and Board of Directors.

Board of Directors Support and Engagement

The President/C.E.O. will work closely with the Chair of the Board in the:

- Planning of Board of Directors meetings.
- Communicating to the Board regularly through the Chair.
- Along with current board members makes recommendations for new Board of Directors
- Empowering and providing training for the Board to fulfill its governance and support functions.

The Ideal Candidate

Expertise and Required Skills for the Position

- Is in agreement with EEN Faith Statement (<https://creationcare.org/who-we-are/statement-on-development.html>), seeing EEN as a vital ministry, and has a strong sense of calling to lead EEN.

- The ideal applicant will hold either an advanced degree in theology or ministry or an advanced degree in a relevant scientific field. .
- Demonstrated knowledge and passion on creation care, including climate action, including a strong biblical understanding of the mandate for creation care and ability to teach on the topic.
- Ability to work in a bipartisan manner with policymakers and build trust among conservative constituencies.
- Excellent written and oral communication and strong interpersonal relational skills
- Demonstrated strategic, planning, and policy skills
- Experience in fundraising
- Demonstrated strengths in teamwork and problem-solving

Preferred Qualifications

- Ordained in a Christian faith tradition
- At least 3-5 years leadership experience and management experience

Application Process

Interested candidates should submit a resume and cover letter, outlining how your skills and experience meet the qualifications of the position and how you heard about this search. Please email a letter of interest and a curriculum vitae or resume to Phil Covert, EEN Board Chair at phil@creationcare.org.

Salary Range and Benefits

The salary range for this position is \$110,000 - 125,000 per year, plus benefits. Benefits include:

- Paid vacation time
- Health Insurance Reimbursement
- Retirement fund
- Paid holidays and sick days

Date 5 November 2022