

JOB POSTING

Location: Applicant must reside in Washington, Oregon, Montana, or Idaho

Job Title: Director, Pacific Northwest

Schedule: Flexible, Full-time (37.5 hours per week)

Compensation: \$75,000 - \$85,000 USD and benefits, three weeks vacation

Expected Start Date: January 31, 2024

Sanctuary Mental Health Ministries equips the Church to support mental health and wellbeing. We provide resources that meaningfully engage the topics of faith and mental health. Our content is developed in collaboration with theologians, psychologists, and people with lived experience of mental health challenges. These resources prepare communities of faith around the world to raise awareness, reduce stigma, support mental health, and promote mental wellbeing.

Since the release of our flagship resource in 2018, we have seen our global audience grow exponentially. *The Sanctuary Course* has been used by over 250,000 people in more than seventy-five countries to date, and we anticipate that these numbers will continue to increase rapidly. This growth has led to a demand for contextual, accessible resources—including multiple requests for translations of *The Sanctuary Course*.

The US is Sanctuary's largest market and user base. Our three-year strategy includes targeted engagement and growth in the US Pacific Northwest due to its proximity to our main operations based in Vancouver, BC. Sanctuary seeks someone to provide strategic leadership, engagement and fundraising capacity in the US Pacific Northwest. If you are a self-starter, love engaging with a diverse group of partners, are able to build capacity and a funding base, have operations management experience, a strong understanding of finance and budgeting, and a passion for efficient workflows, we would like to meet you.

Job Summary

Sanctuary's CEO is highly entrepreneurial, naturally pushing on doors and opening opportunities for the organization. These opportunities focus on engaging senior leaders across various denominations, key foundations and lead donors, building exposure to *The Sanctuary Course*, and encouraging ongoing engagement.

As a support to this entrepreneurial leadership, we are looking for an individual to come alongside in a senior leadership role to drive and cultivate the relationships and partnerships that emerge from this activity in the Pacific Northwest. The goal of the Director, Pacific Northwest role is to initiate and cultivate relationships in the Pacific

Northwest to foster deep engagement with *The Sanctuary Course* and develop funding partnerships with foundations and major donors.

Duties and Responsibilities

The Director, Pacific Northwest will be responsible for:

- Developing and upholding the organization's mission, vision, and values
- Developing and implementing short- and long-term tactical and strategic plans per organizational goals and objectives.
- Cultivation of a range of partnerships, primarily with denominations and churches, foundations, and major donors
 - This may involve participating in large denominational conferences to build relationships and understand the broader denominational contexts in which Sanctuary works.
 - Manage key donor and partner relationships and participate in identifying, building, closing, and maintaining strategic opportunities.
- Conversion of these relationships such that large numbers of churches run *The Sanctuary Course* and begin to engage the broader conversation around faith and mental health
- Ongoing connection with denominations and churches as they run the course in order to:
 - Help connect with additional resources where helpful (whether Sanctuary's own resources or those in the broader community)
 - Catalyze ongoing conversation and activity around mental health within the denomination/community
 - Support the development of additional tools or programs within the denominations themselves to further their capacity to be welcoming communities for those experiencing challenges around mental health.
 - Developing networks of ambassadors who are willing and equipped to continue the conversation
- Functioning as a 'bridge' between those engaging the materials and program development at Sanctuary
 - Proactively engage feedback from participants to understand their experience of the course, adjustments that might serve better in future, and ongoing needs they may have
 - Support Sanctuary's content creators to develop tools, resources and materials that may be required.
- Providing leadership in developing program, organizational, and financial plans.

SANCTUARY MENTAL HEALTH MINISTRIES

PO Box 20147 Fairview, Vancouver, BC V5Z 0C1 | 778-836-4673 | www.sanctuarymentalhealth.org
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- Administer funds according to the approved budget and monitor financial expenditures and program results.
- Allocate sufficient resources to different departments in order to uphold policies and programs.
- Submit quarterly and annual reports to the trustees on strategic plans, analysis of progress in achieving objectives, recommendations for modifications, etc.
- Develop an operational plan incorporating goals and objectives to achieve the strategic direction.
- Develop and control annual budget and long-term financial plans
- Monitor performance against established goals
- Other duties/expectations
 - Participate in teamwide meetings
 - Complete tasks in a timely and accurate manner
 - Provide constructive feedback
 - Other work may be assigned based on time, interest, and skills

Experience and Skills

- You are a senior leader skilled in building relationships and fundraising with the determination and audacity to stay with people long-term.
- You will have significant experience working with senior leaders in the Church and parachurch world and are seen by many as a 'trusted advisor'.
- You will likely have had some previous experience in the world of mental health, enabling you to engage with compassion and confidence.
- You describe yourself as a 'connector,' whether of people or ideas; you have the capacity to develop systems and structures to support the connections you have made.
- You understand philanthropy and the process of engaging foundations and major donors in an ongoing partnership.
- You see yourself as a builder who can look at the foundations of a building, envision the fully formed building on top, and activate the steps required to move in that direction.

Applicants must have:

- Eligibility to work in the US
- Proven experience in a similar role—at least ten years of work experience
- Excellent interpersonal and communication skills
- Excellent analytical skills
- Good time management and problem-solving skills

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- Good understanding of the Pacific Northwest, denominational partnership opportunities, and philanthropy

Applicants should be:

- Comfortable working in a faith-based environment
- Able to work remotely from a home office
- Willing to travel in the Pacific Northwest regularly and occasionally to other regions in the US and Canada

How to apply:

Qualified candidates should send a single document, including a cover letter stating how their skills align with this opportunity and a one-page resume. Write: "Director, Pacific Northwest – application attached" in the subject line.

Send application to careers@sanctuarymentalhealth.org. Candidates who meet posting and application requirements will be acknowledged.

Please visit www.sanctuarymentalhealth.org for more information about our organization.

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