

Executive Director

Mid Atlantic Faith Foundation (MAFF)

The Mid Atlantic Faith Foundation (MAFF), a nonprofit, faith-based investment foundation serving United Methodist Annual Conferences and affiliated ministries, seeks an accomplished and visionary Executive Director to provide strategic and operational leadership.

Reporting to the Board of Directors through the Board President, the Executive Director will be responsible for the overall management of the Foundation, including fiduciary oversight, staff leadership, client relations, and the advancement of the Foundation's mission and strategic priorities. The role requires someone of deep personal and professional integrity and a collaborative leadership style to foster a strong organizational culture and to execute MAFF's ambitious goals and objectives.

Key Responsibilities

- Fund Management – In collaboration with the Investment Committee and the Foundation's Investment Advisor, provide oversight of all funds entrusted to the Foundation.
- Strategic Leadership – Actively participate in strategic planning and ensure the successful execution of the Foundation's approved Strategic Plan, with measurable outcomes.
- Staff Management – Supervise, evaluate, and support all staff, fostering a culture of teamwork, accountability, and professional growth of a high-performance team.
- Program Oversight – Oversee educational initiatives, including the Financial Leadership Academy, and recommend opportunities for program enhancement and expansion.
- Fiscal Management – Lead budget development, monitor income and expenditures, and direct fundraising programs as appropriate.
- Client & Partner Relations – Build and sustain strong relationships with diverse stakeholders, including current and prospective clients, bishops, cabinet members, treasurers, and conference staff to advance the Foundation's mission.
- Board Relations – Provide regular and substantive communication to the Board, ensuring informed decision-making and alignment with organizational goals. Promote an inclusive and active "working" Board culture, engaged in strategic planning, fiduciary compliance, education, and financial oversight and direction.
- Community Engagement – Identify opportunities to strengthen relationships within United Methodist and Pan-Methodist communities and other growing faith-based constituencies.

Candidate Profile

The ideal candidate will demonstrate:

- A deep respect for Methodist values and the ability to exemplify a Christian demeanor in professional interactions.
- Strong executive presence and proven ability to lead a mission-driven organization.
- Exceptional communication skills, including written, oral, and listening abilities.
- Demonstrated success in managing organizational finances with a solid understanding of fiduciary duties and investment strategies.
- Experience working collaboratively with nonprofit boards, professional advisors, and diverse stakeholders.
- Strategic vision with the ability to think futuristically and guide an organization through change and rapid growth.
- Proficiency in technology, knowledge of cyber security measures, and willingness to travel as needed.

Qualifications

- Senior-level leadership experience, preferably in a faith-based, nonprofit, or investment-related organization.
- Demonstrated record of accomplishment of successful organizational management, fiscal oversight, and stakeholder engagement.
- Familiarity with United Methodist structures and values is strongly preferred.
- Bachelor's degree or equivalent work experience; or master's degree preferred but not required.
- Three references required once final candidates are selected.

Application Process

Confidential applications, including a cover letter and résumé, should be sent by email to:

Jridge02@aol.com

Mr. John Ridgeway, Human Resources Committee, Mid-Atlantic Faith Foundation

Phone: 630-697-9283

Applications will be accepted until September 30, 2025.