Siouxland Habitat for Humanity

Our Mission: Seeking to put God's love into action, Habitat for Humanity, brings people together to build homes, communities, and hope.

POSTED: 10/27/2026

Position: Executive Director

Reports to: Board of Directors

Summary/Purpose: The Executive Director provides strategic leadership and guides organizational impact to grow the mission and outcomes of Siouxland Habitat for Humanity. This position is accountable to the Board of Directors ("Board") for the financial, operational, and administrative management of Siouxland Habitat for Humanity. The Executive Director provides overall leadership for the organization in accordance with the mission, policies, and objectives set by the Board to promote success and growth. The Executive Director is an advocate for the organization and affordable housing across the service area.

Office Location: Sioux City, Iowa – This is not a remote position.

Time and Travel: This is a full-time exempt, salaried position. At times, this position will require evening and weekend hours. Significant travel is expected within the organization's service areas.

Required Skills and Education:

- A bachelor's degree in non-profit management, business management, social services, human resources, or related field.
- A minimum of 5 years of successful experience in a direct leadership or management role, supervising a team of employees. Seven years of direct leadership experience is preferred.
- Must be able to successfully communicate Habitat's ecumenical Christian mission and vision with the public, volunteers, Board, and staff. Must be able to speak in public and have excellent written and verbal communication.
- Experience overseeing non-profit financial management, budgeting, audits, forecasting, and financial reporting.
- Must have the ability to manage multiple projects and initiatives at the same time.
- Works effectively and comfortably within and among diverse populations.
- Demonstrate proficiency with business technology and the ability to adapt to evolving organizational systems and software.
- This position requires a valid driver's license and the ability to pass the following background checks: criminal history, sex offender, and the organization's insurance-required driving records background check.

Preferred Skills:

- Knowledge of affordable housing development.
- Demonstrated success in securing major gifts, cultivating and managing major corporate and individual donor relationships, and leading a fundraising campaign.
- Successful experience with grant writing/grant administration.

- Direct experience with non-profit leadership, including experience working with a Board.
- Experience working with federal, state, and local funding programs such as HOME and CDBG.
- Understanding of mortgage regulations and real estate documents.
- Understanding of basic construction techniques, construction budgeting, scheduling, and planning.

Key Job Responsibilities:

Strategic Leadership:

- Represent Siouxland Habitat for Humanity in the community and be an advocate for affordable housing and the Habitat mission. Serve as the primary spokesperson for the organization.
- Ensure the organization maintains a strong reputation as a trusted leader in affordable housing and community development.
- In partnership with the Board, lead the implementation of the organization's strategic plan and ensure alignment of programs, resources, and activities within the mission and vision.
- Work in partnership with the Board to develop long-term organizational goals and priorities.
- Foster a culture of accountability, innovation, and continuous improvement throughout the organization.
- Identify opportunities to expand housing programs, increase the number of families served, and strengthen community impact.

Organizational Management, Compliance & Oversight:

- Implement board approved policies and procedures. Assist the Board in the proper review and revisions of required and best practice policies per Habitat for Humanity International standards of operations.
- Provides executive oversight for all aspects of the organization's operations. This includes but is not limited to construction, volunteer engagement, fundraising, public relations, family selection, mortgage regulations, and ReStore operations.
- Attract, hire, develop, and retain high performing and engaged employees. Create a positive culture among team members. Provide directions to team members and set individual performance objectives and goals. Ensure all team members have proper training and understanding of their duties.
- Maintain a comprehensive understanding of the organization's financial position and ensure sound financial management, internal controls, budgeting, forecasting, and financial reporting.
- Ensure the organization remains in good standing with Habitat for Humanity International requirements, Habitat for Humanity of Iowa requirements, all donor requirements and adheres to all local, state, and federal laws and regulations.
- Clearly communicate to the Board the activities, successes, and challenges of the organization.

Fundraising & Community Relationships:

- Work closely with the Board and team to create an annual fund development plan that will sustain the goals of the organization.

- Develop and maintain appropriate relationships with local coalitions, media, supporters and donors including individuals, corporations, religious institutions, governmental units, and other organizations whose missions align with Habitat's work.
- Solicit major gifts, including identifying and developing major corporate, religious, and individual donor relationships.
- Work closely with the team to seek, apply for, and oversee grants.

Perform other necessary responsibilities to advance the mission and objectives of the organization.

Salary: Range $85,000-$95,000

TO APPLY: Send a cover letter and resume to info@iowahabitat.org. Applications will be accepted until November 30, 2026 and may be extended until the position is filled.

Siouxland Habitat for Humanity is an equal opportunity employer *and seeks to recruit, hire, train, compensate, and promote the most qualified individuals for all positions. Employment decisions are made without regard to race, color, religion, sex, pregnancy, sexual orientation, national origin, age, disability, genetic information, veteran status, military status, marital status, or any other characteristic protected by applicable federal, state, or local law.*