



# Lead with Purpose. Build with Heart.

Now Hiring: Executive Director  
Habitat for Humanity York County, Maine



**Habitat**  
for Humanity®  
York County

Be the leader who builds homes,  
hope and a stronger community



# Our Mission:

# Building Homes, Community & Hope

In all of York County, we're empowering families and transforming lives, one homeownership opportunity at a time.



Habitat for Humanity York County partners with families to create strength, stability, and self-reliance through shelter. Founded on the principle of putting God's love into action, our work brings people together to build homes, communities, and hope across York County.

## position profile

### title

Executive Director

### organization

Habitat for Humanity York County

### location

Kennebunk, Maine

### reports to

Board of Directors

### salary

Beginning range of \$86,500- \$108,000

### website

[www.habitatyorkcounty.org](http://www.habitatyorkcounty.org)

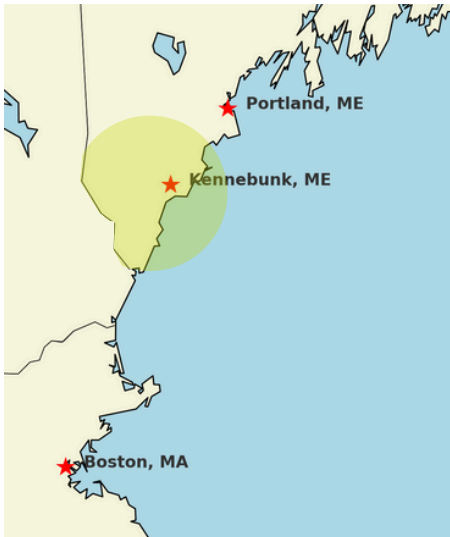


# location

The position is based in Kennebunk, Maine, located within York County—a desirable and economically vibrant region. Kennebunk offers a distinctive combination of coastal charm, historic character, and a high standard of living, making it an attractive community in which to work and live.

York County serves as a strategic hub in Southern Maine, with close proximity to key metropolitan centers—30 minutes from Portland and under two hours from Boston—providing convenient access to regional and national markets. The area boasts excellent healthcare and educational systems, and a growing economy driven by innovation, tourism, and small business development. Individuals relocating to the area will find a balance of professional opportunity and lifestyle benefits, including cultural amenities, outdoor recreation, and a welcoming community atmosphere.

This location offers an ideal foundation for leaders seeking to make a meaningful impact within a forward-thinking organization while enjoying the advantages of living and working in one of New England’s most beautiful coastal communities.





# the opportunity

Following the move of a long-serving Executive Director to a state level Habitat for Humanity role, Habitat for Humanity York County (HFHYC) *seeks a dynamic leader to guide a talented Staff and engaged Board of Directors.*

**In collaboration with the Board, the Executive Director will think creatively and strategically about the organization's current opportunities and challenges and propose ways the organization will serve as an engine for change.**

This results-oriented executive will oversee strategy, programs, operations, fundraising, talent development, and financial performance. They will be a strong communicator both one-on-one, and with large groups.

**They will be able to sustain and grow relationships within the organization, and across the community, including with government officials, donors, nonprofit partners, and community leaders.**

They will be the face of Habitat for Humanity and, along with its Board of Directors, will be responsible for ensuring the long-term growth and sustainability of Habitat for Humanity York County.



**The person in this position has a fantastic opportunity to manage a stable and well-established organization and oversee a team of 15 staff, including six direct reports, a robust volunteer force, and an annual operating budget of more than \$1 million.**



# Who We're Looking For

*A passionate, mission-focused professional, who embodies the Habitat for Humanity values, and appreciates the affiliation with Christian Ministries, and one who embodies the spirit of service and has the skills to grow an organization. The ideal Executive Director will be will be a curious, innovative, and approachable leader with a sense of humor who fosters an environment of collaboration and appreciation. They must solve problems, effectively lead cross-functional teams, balance competing priorities, and be flexible.*



**Inspire trust.** You are viewed as a leader with a high degree of integrity. You give credit where due, and don't lead with ego; you recognize you are part of a whole, and always consider what is best for the organization. Your ambition will be first and foremost for the cause, for the organization and its purpose, for the team, and not yourself.

**Willing to have tough conversations.** You appropriately confront difficult situations and lead uncomfortable conversations. You do this with courage and kindness.

**Leading with strong emotional intelligence.** You lead with powerful charisma based on quiet confidence, compassion, and humility. You can read a room, have high self-awareness, and accept responsibility and criticism.

**A relationship builder.** You are a skilled communicator and storyteller energized by connecting with others and building relationships. You are comfortable in a room full of strangers or speaking to crowds. You can win hearts and minds by connecting people to the mission.



# roles & responsibilities

## organization leadership & culture

- Inspire and lead a diverse team of staff and volunteers with empathy and vision.
- Champion a collaborative, equitable, and inclusive workplace culture.
- Set clear goals and expectations while mentoring team members.
- Model integrity, mission alignment, and servant leadership.

## mission delivery & program oversight

- Understand and support the core programs: Home Construction, Aging in Place, and ReStore.
- Stay informed on local housing policy, construction standards, and community needs.
- Promote a culture of learning, accountability, and measurable impact.
- Represent HFHYC in public policy conversations related to housing and affordability.

## strategic planning & visioning

- Lead implementation and monitoring of the strategic plan.
- Align resources (staff, funding, infrastructure) to strategic priorities.
- Develop tools and systems to measure, track, and communicate progress.
- Cultivate adaptability and innovation during periods of growth or transition.

## board relations & governance

- Collaborate with the Board to uphold governance best practices.
- Support board recruitment, education, and succession planning.
- Provide transparent monthly updates on organizational performance.
- Actively engage board members in strategic and fundraising efforts.

## financial management & operations

- Work closely with the Finance Manager to oversee budget development and fiscal health.
- Ensure regulatory compliance and transparent reporting for all funding sources.
- Implement systems that support long-term financial sustainability and growth.
- Support business development of the ReStore as a vital revenue stream.
- Any + all additional responsibilities as assigned by the board of directors

## community engagement, fundraising & communications

- Serve as the public face and principal spokesperson for HFHYC.
- Cultivate strong relationships with donors, partners, municipal leaders, and the media.
- Lead donor stewardship, grant acquisition, and capital campaigns.
- Utilize storytelling to inspire action and elevate the affiliate's mission and impact.



# Your Leadership Builds Futures

The Executive Director is the visionary and strategic leader of Habitat York County, serving as the public face of the organization. This role is ideal for a dynamic leader ready to guide mission-driven programs, staff, volunteers and community relationships.



## required skills and experience

- Proven success in executive leadership within nonprofit or mission-driven organizations.
- Strong background in budget management, operations, and staff supervision.
- Demonstrated expertise in fundraising, donor engagement, and communications.
- Experience working with or supporting a Board of Directors.
- Excellent interpersonal, written, and public speaking skills.
- Strong organizational, project management, and decision-making capabilities.
- Ability to inspire, influence, and lead diverse stakeholder groups.
- Flexibility to work evenings/weekends as needed.

## preferred qualifications

- Prior experience with Habitat for Humanity or affordable housing development.
- Undergraduate degree or equivalent experience; graduate-level education a plus.
- Proficiency in relevant digital tools (CRM systems, project management software, Microsoft Office, etc.).



# Ready to Make an Impact?

This is more than a job- it's a calling.

If you're a leader with a heart for service and the drive to make a lasting difference, we want to hear from you.



## compensation & benefits

The starting salary range for this full-time, exempt position is \$86,500 - \$108,000.

Habitat for Humanity York County provides a wide range of benefits to its employees, including:

- Health insurance with 80% premium paid for employees
- Dental insurance with 100% premium paid for employees
- A 3% IRA match after one-year tenure - 100% vested immediately
- Generous vacation allowance that grows with tenure
- Two weeks sick time
- 12 paid holidays annually

## how to apply

To apply, please email your cover letter and resume to:

**[hiring@habitatyorkcounty.org](mailto:hiring@habitatyorkcounty.org)** and include **"Director"** in the subject line.

All inquiries or referrals will be held in strict confidence.

## non-proselytizing policy

*Habitat for Humanity York County will not proselytize. Nor will Habitat work with entities or individuals who insist on proselytizing as part of their work with Habitat. This means that Habitat will not offer assistance on the expressed or implied condition that people must adhere to or convert to a particular faith or listen and respond to messaging designed to induce conversion to a particular faith.*