



JOB ADVERTISEMENT – CHIEF EXECUTIVE OFFICER

Closing date: 18th February, 2026

Faith to Action Network is seeking a visionary, values-driven, and credible Chief Executive Officer (CEO) to lead the Secretariat, uphold the Constitution of the Network, and drive the organization's strategic direction in alignment with its mission, policies, and the resolutions of the Supervisory Council.

Location: Nairobi, Kenya, with local and International Travel

Reports To: Supervisory Council

Supervises: Senior leadership to include finance, human resources, program, regional directors, and other executive leadership, as applicable.

Job Summary

The Chief Executive Officer (CEO) is the executive leader of Faith to Action Network, responsible for defining and executing the organization's strategic direction in alignment with the Constitution, organization policies, organizational strategies, and the Supervisory Council's resolutions. As head of the Secretariat and executive secretary to the Supervisory Council, the CEO ensures the organization's mission, financial sustainability, governance, and risk management are upheld.

The CEO advances the Network's global impact through strategic partnerships, advocacy, and movement-building, building diplomatic and interfaith leadership in complex and diverse contexts, promoting a culture of accountability, and ensuring effective organizational governance.

Authority and Mandate (derived from the Constitution of Faith to Action Network)

In accordance with the Constitution, the CEO is vested with authority and responsibility to:

- Set the strategic direction of the Network and ensure financial sustainability, compliance, and alignment with its mission
- Oversee the operations and affairs of the Network at a strategic level
- Make key decisions on organizational policy, direction, and performance within the authority delegated by the Supervisory Council
- Oversee governance, safeguarding, and organizational risk management
- Enter into legal agreements and contracts on behalf of the Network in accordance with the delegation matrix approved by the Supervisory Council
- Oversee the secure storage and affixing of the Network's seal on legal documents and ensure compliance and integrity.

The CEO may formally delegate authority in writing to staff as appropriate, while retaining accountability for compliance and performance.



The responsibilities outlined below operationalize this constitutional mandate and are exercised within the authority delegated by the Supervisory Council.

Key Responsibilities:

1. Strategic Leadership and Organizational Direction

- Define and drive the strategic vision of Faith to Action Network, ensuring alignment with its mission, financial sustainability, and regulatory compliance.
- Serve as the accounting officer, overseeing the development of multi-annual budgets, cash forecasts, and strategic resource allocation in accordance with the approved Strategic Plan and financial policies.
- Collaborate with the Supervisory Council to establish strategic priorities and policies while maintaining clear governance-management boundaries
- Make strategic decisions on organizational policy, direction, and performance to support the organization's goals.
- Lead the development and oversight of multi-year strategic plans, guiding resource planning and allocation to meet organizational objectives.
- Demonstrate strategic judgment in responding to changing global and local political, demographic, and financial contexts.
- Act as executive secretary to the Supervisory Council, ensuring transparent communication, timely reporting, and practical support of governance functions.

2. Governance, Integrity, and Risk Management

- Uphold and ensure complete adherence to the Faith to Action Network Constitution and all governance tools, policies, and processes.
- Oversee compliance with regulatory bodies, including the Kenya NGO Board, and all applicable statutory regulations in countries where the organization operates as a legal entity.
- Regularly review and monitor compliance with governance standards, ensuring that all organizational actions and decisions are constitutionally sound and reinforce organizational integrity.
- Enter into legal agreements on behalf of the Network, in accordance with approved governance and delegation frameworks.
- Oversee the secure management of Faith to Action Network's legal documents, oversee the use of the organization's seal in accordance with the delegation matrix, ensuring accountability and integrity in all official agreements.
- Promote ethical decision-making, safeguarding, and compliance with Faith to Action Network's Code of Conduct, donor regulations, and legal requirements.



3. Team Leadership and Performance Management

- Provide strong leadership to senior leadership, fostering a culture of accountability, collaboration, and high performance.
- Oversee the development and implementation of clear workplans for senior leadership, ensuring alignment with organizational strategy and objectives.
- Conduct regular performance reviews for senior leadership, incorporating 360-degree feedback from other staff to provide comprehensive insights and support professional growth.
- Facilitate cross-regional collaboration, share best practices, and proactively address challenges.

4. Strategic Movement Building and Network Expansion

- Lead the development and strategic expansion of Faith to Action Network as a global interfaith movement, aligned with geographic and thematic priorities.
- Establish and nurture strategic partnerships that strengthen interfaith collaboration and amplify the collective voice of members and partners
- Guide the development of frameworks and standards for vibrant, inclusive, and impactful network engagement.
- Advocate for the Network's goals, representing diverse faith perspectives with diplomacy, credibility, and respect.
- Ensure effective communication and engagement systems within the Network to create a collaborative environment where all voices are valued.
- Promote shared learning, peer exchange, and resource-sharing among members.

5. Advocacy and External Representation

- Act as the primary spokesperson for Faith to Action Network, enhancing its visibility and influence through engagement in national, regional, and international forums.
- Establish and sustain relationships with diverse stakeholders, including donors, faith-based leaders, governments, and media, to promote Faith to Action Network's mission and priorities.
- Represent the Network in high-level meetings and public platforms, exercising diplomacy, cultural intelligence, and interfaith sensitivity.
- Oversee the production of external communications (e.g., statements, position papers, reports, and public-facing documents) to ensure accuracy, credibility, and alignment with organizational values.

6. Resource Mobilization, Donor Engagement, and Relationship Nurturing



- Oversee development and implementation of a comprehensive resource mobilization strategy.
- Lead donor stewardship efforts and relationship building
- Oversee business continuity planning to support financial sustainability and resilience.

7. Staff Appointments and Human Resources Leadership

- Appoint and oversee staff in accordance with HR policies.
- Promote succession planning, staff development, and a motivated, accountable, and values-aligned team.

8. Performance Management and Reporting

- Develop and monitor Key Performance Indicators (KPIs) to evaluate the Network's progress toward strategic objectives.
- Provide regular performance and progress reports to the Supervisory Council, outlining achievements, challenges, and opportunities for growth.
- Ensure continuous organizational improvement.

9. Delegation of Duties

- Issue formal delegations of authority in writing as needed, specifying the scope of duties and responsibilities to ensure effective management and operational alignment
- Retain accountability for compliance within re-delegated authorities.

10. Additional Responsibilities

- Undertake any additional roles, authority, or responsibilities as stipulated in the contract of engagement with Faith to Action Network.

2.0 Core Leadership Attributes

- **Mission-driven vision and global strategic leadership.** Ability to articulate and advance a compelling vision rooted in the Network's mission, with strategic insight into international and faith-sector dynamics.
- **Leadership that enables shared authority across a global network.** Capacity to lead a Secretariat while enabling shared leadership among members and partners across regions and cultures.
- **Global network and movement building.** Demonstrated ability to convene, align, and mobilize diverse actors across countries and regions in pursuit of shared goals.
- **Advocacy, global voice, and multilateral engagement.** Proven ability to represent collective priorities in international and regional forums and steward the Network's public voice with credibility.



- **Strong financial acumen and global resource mobilization.** Ability to manage financial complexity and mobilize resources from international donors and partners.
- **Cross-cultural stakeholder communication and relationship-building.** Facility in engaging boards, staff, donors, faith leaders, members, and institutional partners across diverse contexts.
- **Diplomacy and interfaith leadership.** Ability to lead with humility and cultural intelligence across faith traditions, ideologies, and geopolitical contexts.
- **Integrity, resilience, and adaptive leadership.** Personal credibility and sound judgment in navigating complexity, uncertainty, and change.

3.0 Qualifications and Relevant Work Experience

- Master's degree in international development, Social Sciences, Business Administration, or a related field.
- Minimum of 10 years in senior leadership, preferably within a faith-based, nonprofit, or interfaith organization.
- Proven success in governance, risk management, strategic planning, and high-level stakeholder engagement.
- Experience in donor relations, resource mobilization, and partnership development.
- Knowledgeable in multicultural, faith-based, and interreligious contexts.

How to apply

Interested candidates should submit their applications to HR@faithtoactionnetwork.org by **February 18th, 2026**. Applications should include a full curriculum vita (including comprehensive details of key achievements and responsibilities, a list of references and current salary) along with a covering letter addressing the job description, academic and professional qualifications and indicating motivation for the role.

Incomplete applications will not be considered. Only shortlisted candidates will be contacted. **Faith to Action Network is an equal opportunity employer committed to cultural and religious diversity.**