



ANNOUNCING EXECUTIVE DIRECTOR POSITION

Position Title:

Executive Director of Kansas Community Health Worker Coalition (KCHWC), 2601 N. Arkansas, Wichita, KS 67204

Location: Remote in Kansas

Available: Review of applications will begin on March 25, 2026 and continue until the position is filled.

Position Overview:

KCHWC [Coalition] seeks a dynamic and collaborative leader to serve as the first Executive Director. While the Coalition was started in 2016, it was recently established as a 501(c)(3). KCHWC is in a foundational capacity-building phase, and the Executive Director will help establish key processes and support the Board in building organizational strength. The Executive Director will provide visionary leadership, strengthen governance and operational systems, expand sustainable funding, elevate CHW advocacy, and cultivate strong partnerships statewide.

This new role supports and advances the mission of KCHWC by guiding strategic direction, ensuring effective operations, and empowering the Board and Steering Committee to fulfill their governance responsibilities. The KCHWC Executive Director and Board will work together to achieve the following outcomes and activities:

Core Responsibilities

1. Coalition Leadership & Coordination

The Executive Director will serve as the primary organizational leader responsible for ensuring smooth, effective, and mission-aligned operations.

Key Activities

- Lead and coordinate Coalition meetings, communications, and day-to-day operations.
- Work collaboratively with the KCHWC Board of Directors and Coalition committees to support governance, strategic planning, decision-making and implementation of Coalition priorities.
- Maintain essential organizational records, documentation, and compliance materials.
- Facilitate strategic planning processes and oversee implementation of strategic priorities.
- Foster a collaborative, inclusive environment that elevates CHW voices and participation.

2. CHW Field Capacity & Workforce Support

The Executive Director will strengthen and expand the infrastructure that supports CHWs statewide.

Key Activities

- Oversee maintenance and continuous improvement of the CHW certification registry.
- Lead development, delivery, and evaluation of CHW continuing education opportunities.
- Manage planning and execution of the Annual CHW Symposium, ensuring high-quality programming and broad stakeholder engagement.

3. Sustainability, Fundraising & Resource Development

The Executive Director will advance long-term sustainability through diversified funding and strategic partnerships, consistent with nonprofit leadership expectations highlighted in similar roles.

Key Activities

- Develop and implement strategies to strengthen the Coalition's financial sustainability.
- Identify, pursue, and steward funding opportunities, including grants, sponsorships, and partnerships.
- Build and maintain relationships with funders, partners, and statewide stakeholders.

- Provide periodic updates to the Funder Steering Committee on progress, challenges, and opportunities.

4. Advocacy & External Partnerships

The Executive Director will serve as a visible ambassador for the CHW workforce.

Key Activities

- Advocate for policies and systems that support CHWs and advance health equity.
- Represent KCHWC in statewide and national coalitions, workgroups, and partnerships.
- Build strong relationships with community organizations, health systems, public agencies, and educational institutions.
- Promote awareness of CHW roles, impact, and workforce needs.

5. Reporting & Accountability

Key Activities

- Provide concise monthly summaries of activities, accomplishments
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Qualifications:

- Demonstrated ability to foster collaboration and lead productive work groups.
- Strong communication and public engagement skills.
- Demonstrated leadership related to community health or public health initiatives.
- Self-starter with remote work experience.
- Bachelor's degree in public health, social work, nonprofit management, or a related field (master's degree preferred).
- Minimum of 5 years of experience in nonprofit leadership, coalition building, advocacy, or related roles.
- Proven experience in fundraising, grant writing, and non-profit and/or public financial management.
- Experience working with CHWs or in community health initiatives is strongly preferred.
- Authorized to work in the United States.
- Valid US driver's license and access to reliable transportation.

Compensation and Benefits:

We offer a competitive compensation package in the range of \$60,000 to \$80,000 aligned with the skills and experience the selected candidate brings to the role. In addition to salary, the organization provides a benefits stipend intended to support health insurance premiums.

Application Packet and Process:

- Interested applicants should submit a cover letter describing their experience in nonprofit organization or public sector management, membership development, effective communication, and Kansas community health programs or health care. Include current resume or curriculum vitae and contact information for two professional references.
- Submit application packet to: kscommunityhealthworkers@gmail.com
- Review of applications will begin on March 25, 2026 and continue until the position is filled.

The Kansas CHW Coalition promotes the Community Health Worker profession through education, collaboration, and empowerment.

Kansas Community Health Worker Coalition (KCHWC)
Salud+Bienestar; Evergreen Community Center and Library
2601 N Arkansas Wichita, Ks 67204
kschw.org/