



Heat Respite Site Lead

Organization

Arizona Faith Network is an interfaith organization dedicated to bringing people together to promote peace and understanding through interfaith education, dialogue, and healing of the world through collaborative social action. We are made up of people of different faiths who covenant with each other in solidarity and mutual respect. We recognize that our diversity makes us stronger, and while we seek to find common ground, we also lift up our differences as unique individuals and communities. Together we are committed to civil dialogue and transformational action while we seek to keep our faiths and beliefs as an inspiration and direction for all we do.

Position

The Heat Respite Site Lead (HRSL) supports the local heat relief and respite centers in receiving community members and reporting, coordinating, and implementing Arizona Faith Network's summer heat relief and respite center program needs for the community members. The HRSL will work with the AFN Community Resilience Manager and Executive Director to manage the assigned participating heat relief and respite center. The HRSL will serve the community members using the center with compassion and professionalism. The HRSL will also work with the other AFN leaders and staff to ensure regular integration of AFN's core values throughout their daily operations at the center. This position reports directly to the AFN Community Resilience Manager.

Responsibilities:

- Serve as the primary point of contact for their specific Cooling Center.
- Serve as the manager of the assigned cooling center and volunteers.
- Set up the center to receive community members
- Keep the heat relief respite center clean
- Maintain needed sanitation and supplies in coordination with the AFN Community Resilience Manager
- Maintain an accurate daily log of intake of heat respite visitors
- Communicate adverse happenings to Cooling Center Organizer AFN Community Resilience Manager
- Provide weekly updates to the AFN Community Resilience Manager on requested metrics
- Attend required staff training, including: Narcan and Suicide Prevention Training
- Attend weekly heat relief and resilience staff meetings
- Maintain professional distance and boundaries with community members
- Maintain AFN core values while serving at the heat relief and respite center

Other duties as assigned

At all times, the HRSL will serve as a representative of the Arizona Faith Network and follow all personnel policies as required. Matters considered confidential such as contributions to AFN, business matters that have not been made public, leadership concerns, or other subjects named as confidential, shall not be shared.

Qualifications

- Able to serve the community with compassion while performing multiple daily duties at
- Has excellent people skills
- Has excellent organizational skills and attention to detail
- Able to communicate with a wide variety of audiences, including those experiencing homelessness, substance use disorder, and those of different faith traditions and political backgrounds
- Able to work with and serve others of different faiths, religions, races, nationalities, orientations, and political affiliations
- Physical ability to lift up to 25 pounds

Dates

This temporary contracted position will begin on May 1st and conclude on September 30th, 2023 (with a possible extension through October 31, 2023). Scheduled hours will be arranged with the AFN Community Resilience Manager. This is a grant funded position, contingent upon continued funding beyond the above time period.

Pay

This position is subject to contract pay. Hourly pay rate ranges from \$20-25/hour depending on experience.

Interested candidates should email a copy of their cover letter and resume to katie.sexton@azfaithnetwork.org and arene.rushdan@azfaithnetwork.org. A resume, references, and background check may be required.