



Executive Director Job Announcement

The Hopi Education Endowment Fund (HEEF) seeks a strategic and innovative leader with experience in nonprofit fundraising to serve as its new Executive Director. The successful candidate will succeed the founding Executive Director and take the reins of this well-established organization that supports educational opportunities for the Hopi people.

HEEF was established in November 2000 when the Hopi Tribal Council created the fund by allocating a founding gift of \$10 million. With values instilled through traditional teachings, Hopi tribal leaders followed the visions of leaders before them, aspiring to ensure educational opportunities will continue to exist for the Hopi people. Recognizing education as a high priority, the Hopi Tribe identified the need to provide a secure source of funds for education.

The main purposes of the HEEF are to provide perpetual funding for:

- Financial assistance to Hopi students of all ages
- Educational research
- Educational Programs
- Charitable and Educational Activities

The new Executive Director will work with the HEEF Board to significantly expand fundraising capacity, build new collaborations with higher education institutions serving Hopi students, and create new programs to support lifelong learning in formal and informal settings.

A detailed position description is available here: <https://www.hopi-nsn.gov/wp-content/uploads/2023/03/HEEF-Executive-Director-032023.pdf>.

To apply, submit a letter of interest addressing the requirements of the position, a resume, and a completed Hopi Tribal Human Resources application <https://www.hopi-nsn.gov/wp-content/uploads/2019/08/Hopi-Tribe-Employment-Application.pdf> to:

Office of Human Resources
HumanResources@hopi.nsn.us
PO Box 123, Kykotsmovi, AZ 86039
Fax: 928-734-6611

Please contact LuAnn Leonard, Executive Director, at 928-734-2275 or heef@hopieducationfund.org for questions.

Position is open until filled. Application review will begin on May 1, 2023.