



## **Executive Director Job Announcement Santa Barbara County, CA**

### **MISSION**

Leading From Within (LFW) invests in leaders to make meaningful changes on complex community challenges in Santa Barbara County and beyond. We bring social sector leaders together to grow as **individuals** and improve their effectiveness as leaders; sustain each other as **peers** to keep leading and learning; and, increase their capacity to be **collaborators** for the common good.

### **ORGANIZATION OVERVIEW & GOALS**

Over the last 11 years, Leading From Within has successfully established itself as a well-respected institution across Santa Barbara County. The organization is the hub of a diverse and growing County-wide network of close to 400 social sector leaders - professional and volunteer, experienced and emerging, nonprofit and private and public sector - all engaged in service to the public good. LFW is building a more connected, collaborative and innovative social sector in Santa Barbara County by investing in and connecting local change makers.

Since 2008, LFW has been investing in the people who drive and create change locally through its three-part community impact model:

- *Leadership Programs* - LFW runs four proven leadership development programs (Courage to Lead, Emerging Leaders, Katherine Harvey Fellows and Leading for Community Impact) that build skills, renew leaders, and cultivate connection and trust with peer leaders.
- *Alumni Communities* - LFW cultivates four alumni leadership networks for the graduates of its leadership programs. Within these networks, local leaders come together for ongoing learning, mutual support, sharing resources, and continued connection.
- *LFW Impact Network* - LFW invests in its overall network of hundreds of County leaders (LFW program alumni and partners/supporters of LFW's work) in ways that bring them together to positively transform their communities. LFW aspires to increase its County-wide impact by growing and broadening its investments in this large-scale LFW Impact Network.

Currently LFW's work is driven by 2.5 staff, a half-time Executive Director (who will be departing this fall after seven years), an active Board Chair / Founder (who has fulfilled a number of operating roles over the years), and a number of important part-time contractor relationships (instructors, alumni network coordinators, evaluator, grant-writer, bookkeeper, etc.) LFW has a 12-person Board of Directors, and an operating budget of \$500,000-600,000.

### **POSITION SUMMARY & OPPORTUNITY**

LFW's Board of Directors seeks a full-time Executive Director to co-develop and execute a vision for the organization's next stage of growth, to grow a larger and more diverse funding base over time, and to strengthen management practices across all areas of the organization. The E.D. will be an excellent and

thoughtful communicator, fundraiser and manager who can deeply engage constituents, funders and LFW's Board and staff team alike.

We are seeking a leader who will successfully model integrity, alignment with the organization's values of passion for the nonprofit social sector, a learning mindset, and a commitment to collaboration and nurturing a positive work culture. The new E.D. must be sensitive to and understand the needs of the diverse field of nonprofit leaders across Santa Barbara County.

This is an excellent opportunity for a self-aware and experienced "hands-on" nonprofit leader, manager and fundraiser to grow a well-regarded nonprofit organization.

## **SUMMARY OF KEY RESPONSIBILITIES**

1. **Organizational Management** – Lead and manage all aspects of the nonprofit, including its diverse team, finances and operations
2. **Fundraising** -- Ensure that the organization has a diverse and resilient funding base and increase donations
3. **Strategic Leadership** – Assist with crafting the vision and strategy for the organization and turn this strategy into action
4. **Program Management** – Provide program coordination, including supporting and developing the teams that facilitate LFW's four leadership programs and alumni networks

## **PROFESSIONAL EXPERIENCE & QUALIFICATIONS**

### **Desired Experience**

**Organizational Management:** Leadership and management of all aspects of a nonprofit organization, a diverse team, and its finances and operations

- Nonprofit financial acumen
- Experience with recruiting, engaging and supervising a talented staff and volunteer team
- Knowledge of best practices in human resources
- Day-to-day nonprofit operations experience, including the development of policies and procedures matched to an organization's "culture" and needs
- Sensitive to and experience with issues of diversity and inclusion
- Project management, direction and delegation experience

**Fundraising:** Ability to plan and lead a diverse and resilient fundraising program, facilitating strong growth in contributions

- Ability to identify, cultivate and steward major donors and foundations to invest in LFW's work
- Knowledge of and experience with developing marketing and donor outreach materials
- Experience soliciting strategic grants from foundations and other major donors
- Experience working with database software that tracks donors and other stakeholders

**Strategic Leadership:** A strong leader with the ability to craft a strategic vision *and* to turn strategy into action for an organization growing beyond its founding stage to its next developmental phase

- Ability to hold, embody and execute on LFW's mission and values
- Understanding of the dynamics of an organization growing from the founder's stage to the next level
- Strategic thinker with the ability to map out a productive path for a growing organization
- Ability to lead aspirational and innovative work on LFW's strategic priorities, including its top strategic priority of investing in its LFW Network
- Knowledge of and experience with productively partnering with a Board of Directors and various Board committees

**Program Management:** Proven coordination skills with the ability to develop and manage programs within a team environment

- Program coordination and development skills
- Affinity with the model and approaches of LFW's programs
- Ability to support and partner with contract instructors and facilitators
- Capacity to assure evaluation and assess outcomes for consistent program improvement

**Excellent Communication and Relationship Building:**

- Enjoys networking and being the public face of an organization
- Appreciates opportunities to communicate internally with staff and contractors
- Superior verbal and written communication
- Effective storyteller and confident public speaker
- Marketing knowledge
- Attentive to detail
- Regular Board of Directors reporting
- Complementary working relationship with Founder/Board Chair

**Preferred Experience**

- Experience with and participation in nonprofit leadership programs
- Experience with alumni network fundraising
- Knowledge of Santa Barbara County donor/funder community

**Personal Characteristics**

- Deep understanding of the nonprofit sector and the value it adds to communities
- Comfortable and confident sharing leadership and tasks with others
- Matches and embodies LFW's culture of being thoughtful, inclusive, nurturing
- Self-aware, practices self-care, reflects personal values in words and actions
- Deep listener who can then translate input into action
- Effective multi-tasker
- Energetic, self-motivated
- Authentic, genuine, high integrity

## **Education**

A wide variety of education and experiences will be considered

## **Other Skills & Qualifications**

Ability to travel on LFW-related business inside and outside Santa Barbara County

Ability to work some evening and weekend hours

## **REPORTS TO**

Board President and Board of Directors

## **COMPENSATION**

A competitive compensation and benefits package will be made available to the qualified candidate.

## **TO APPLY**

We welcome interested candidates to send a resume and thoughtful cover letter outlining your skills and qualifications to *Leading From Within Search Committee* at [EDsearch@leading-from-within.org](mailto:EDsearch@leading-from-within.org). Please save and upload your documents in **one** combined pdf document.

We invite applications by a first deadline date of July 24, 2019. Applications will be reviewed on a rolling basis. Final interviews are expected to be held in August 2019. The Executive Director will assume leadership in the fall of 2019. Position is open until filled.

Inquiries may be directed, in confidence, to our Search Consultant Nancy G. Weiss at [EDsearch@leading-from-within.org](mailto:EDsearch@leading-from-within.org).

***Leading from Within is proud to be an equal opportunity employer.***

***We celebrate diversity and encourage it for our community and culture to thrive.***

***All employment decisions are based on merit, qualifications, and the needs of our organization.***