Executive Director Applicant Qualifications

EDUCATIONAL BACKGROUND

Applicants for this position will have educational accomplishments that include earning a bachelor’s degree. Preferred applicants will also have earned a graduate degree and/or have equivalent job-related experience.

PRIOR EXPERIENCE AND QUALIFICATIONS

Successful applicants will have demonstrated most of the following traits, abilities, experience and accomplishments:

A. TRAITS & ABILITIES
   - An inspirational leadership style that is transparent and approachable while emphasizing equity, respect, collaboration, empathy, inclusion, celebration of achievements, and continuing development of the organization’s staff
   - Creative and visionary thinking
   - The ability to clearly articulate “the vision”, “the mission” and their supporting strategies
   - The ability to encourage, stimulate and coach others to think, strategize and advocate on a large scale
   - Cultural self-awareness, including the ability to address issues of privilege while working across cultural differences
   - The ability to build and maintain strong relationships with diverse groups and individuals

B. PRIOR EXPERIENCE
   - Successful oral and written communication with diverse audiences
   - Demonstrating a passion for implementing and supporting policies and practices that promote diversity, equity and inclusion principles into group culture, including organizational policies and practices
   - Experience building and stewarding positive relationships with diverse communities
   - A minimum of 5 years’ experience as a leader in an organization with a multidisciplinary team
   - Results in fundraising, particularly with regard to major donors, foundations and corporate donors. The ability to quickly identify and act on both fundraising opportunities and risks
   - Success working with, on or for a board of directors
   - Success implementing the strategic and business plans of an active and complex organization
   - An understanding of the principles of finance, accounting and investment management with the skill to oversee planning, management and execution an operating budget in excess of $1 million
   - Proficiency with relevant technology and software applications and the capacity to stay current
   - Success in writing grant applications that win approval