

## Job Announcement YWCA Chief Executive Officer (CEO)



### Chief Executive Officer

The YWCA of Southern Arizona is seeking a permanent CEO to lead this dynamic, 100+-year-old social justice organization.

Founded by a progressive group of powerful women in 1917, YWCA of Southern Arizona is a dynamic, innovative nonprofit organization. Our mission is to “eliminate racism, empower women and promote peace, justice, freedom and dignity for all.” The CEO is responsible for the leadership and management of the organization to include community relations, fundraising, program development, financial management, resource development, human resources and facilities management. Provides direct supervision to lead staff. Reports to the Board of Directors.

#### Essential Functions and Responsibilities:

- Serve as primary staff liaison to the Board of Directors. Work with the Board to articulate and steward the mission, vision, values and strategic direction of the organization. Ensure that the Board is informed of all important issues including trends, risk management, potential liability, policy changes and information connected to their role in providing oversight for the organization. Attend all Board of Directors meetings.
- Be a bold advocate and public voice about policy and public issues related to our mission.
- Work closely with the board and staff to ensure adequate and diversified resources are available, with a strong focus on philanthropy and social enterprise. Write grants to procure funding and/or supervise others who are involved in grant writing. Build relationships with donors and funders.
- Build and maintain a culture of inclusion and equity within the organization. Develop, maintain and update policies and procedures for programs and operations that promote an inclusive, equitable culture. Hire, train, and oversee employees to establish a competent, motivated, diverse and client-centered staff. Evaluate direct reports. Ensure human resource system is compliant with laws and regulations, and in alignment with the organization’s mission.
- Bring significant understanding and competency regarding fiscal management and budgeting. Work closely with staff to develop an annual budget and monitor income and expenditures for compliance with the board-approved budget. Ensure financial stability of the organization. Monitor compliance with contracts and service commitments. Review and sign contracts on behalf of the organization.
- Work closely with other management staff to identify and track outcomes for and effectiveness of each program.

**Application Deadline: October 1, 2019 | [ceo@ywcatuson.org](mailto:ceo@ywcatuson.org)**

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- Develop and implement community awareness initiatives to assist with client outreach, volunteer recruitment, and fund development. Build relationships with key media and serve as the primary spokesperson for the organization.

### **Education, Qualification, and Skills Requirements of the Ideal Candidate:**

- Experience successfully leading racial equity and healing work and will bring a nuanced expertise of race, racism, and how racial healing and reconciliation can manifest in local communities to advance systemic change. Deep and varied experiences in community engagement, leadership development, movement building, coalition building, nonprofit leadership, faith-based organizing and/or other related areas.
- Change agent who has successfully led an organization through a period of challenge and change.
- Proven commitment to the mission of eliminating racism, empowering women, and justice and dignity for all.
- Bachelor's Degree in related field plus a minimum 4-6 years' experience in senior management in a nonprofit with a budget of \$1 million+. Nonprofit CEO experience strongly preferred. Master's degree in Nonprofit Management, Business, or equivalent preferred.
- Proven track record and experience in earned revenue, fund development and grant writing for nonprofit organizations.
- High integrity leadership and commitment to transparency.
- Solid, hands-on, budget management skills, including budget preparation, analysis, decision-making and reporting.
- Strong organizational abilities including planning, delegating, program development and task facilitation.
- Ability to convey YWCA's strategic vision to staff, Board, volunteers and donors.
- Ability to interface with and motivate Board members, volunteers, and donors.
- Strong written and oral communication skills, including public speaking.
- Demonstrated ability to collaborate with, cultivate and empower staff.
- Bi-lingual (Spanish, English) preferred.

To apply, submit cover letter, resume and references to [ceo@ywcatucson.org](mailto:ceo@ywcatucson.org) before October 1, 2019. Women, queer folx and people of color are encouraged to apply. Salary commensurate with experience. Competitive benefits package. Please submit all inquiries to the email above: please do not call the front desk with questions.