Executive Director

Summary

Title: Executive Director

ID: 1036

Department/State Office: Ohio

Campaign Start Date: 04/17/2017

Location: Columbus, OH

Description

*Children’s Defense Fund – Ohio (Location: Columbus)*

Children’s Defense Fund seeks an experienced executive leader to drive its policies, advocacy, and programs for Ohio’s children. Candidates should have an aptitude for leading multiple streams of complex work, extensive direct management, fundraising, policy and advocacy experience, and a passion for leveling the playing field for Ohio’s children.

**Organizational Summary:** In 1973, civil rights leader Marian Wright Edelman founded The Children’s Defense Fund with the Leave No Child Behind® mission: to ensure every child a Healthy Start, a Head Start, a Fair Start, a Safe Start, and a Moral Start in life and successful passage to adulthood with the help of caring families and communities. CDF provides a strong, effective, and independent voice for all of the children in America who cannot vote, lobby, or speak for themselves. We pay particular attention to the needs of poor children, children of color and those with disabilities. CDF educates the nation about the needs of children and encourages preventive investments before they get sick or into trouble, drop out of school, or suffer family breakdown. CDF is a private, nonprofit organization supported by foundation and corporate grants and individual donations. The Children’s Defense Fund – Ohio (CDF-Ohio) office was founded in 1981 to meet the needs of underserved children in the state.

**Primary Duties and Responsibilities:** The Executive Director of CDF-Ohio is responsible for developing and executing a strategic vision to ensure a level playing field for Ohio’s children; guiding the development and implementation of CDF-Ohio’s policy agenda; supervising employees; leading CDF-Ohio’s fundraising efforts; building and maintaining cooperative working relationships with a broad and diverse array of key stakeholders including child advocacy groups, community-based organizations, elected officials and policymakers, the faith community and other key allies; and serving as the primary spokesperson for CDF-Ohio. The Executive Director will report to the CDF’s National Director of State Offices and Field Operations.
Specific job responsibilities include, but are not limited to, the following:

- Provide a creative vision and strong leadership in developing, implementing and evaluating strategies that reflect the mission of CDF in the state of Ohio;
- Work in partnership with CDF’s national management and the executive leadership in other state offices to develop, connect, and implement CDF’s national child policy priorities;
- Lead the development and implementation of CDF-Ohio’s policy agenda with a keen focus on legislative priorities and Ohio’s biennial budget process;
- Develop and increase partnership with CDF-Ohio’s Advisory Board to build additional statewide partnerships focusing on vulnerable urban, rural, and Appalachian communities;
- Support the community-at-large and the media. Develop and support media (traditional and new) relationships with data and research on the needs of Ohio’s children;
- Supervise and mentor CDF-Ohio’s staff members in all aspects of work and actively manage, engage in, participate in, support and encourage the professional development of staff members;
- Maintain relationships with Ohio Freedom Schools® sponsors and build strategies to engage and organize families;
- Plan and implement an effective, integrated development plan;
- Actively seek new revenue sources – corporate, foundation funding, and major donors – to meet operating budget;
- Build upon the established annual CDF-Ohio’s Beat the Odds® Scholarship program to continue to grow funding and build statewide relationships;
- Oversee fiscal and administrative procedures to assure programs and accounting systems are fiscally sound. Prepare annual budget; supervise the preparation of financial reports and grants administration throughout the year;
- Perform all other administrative and programmatic tasks as deemed necessary by the CDF President and national leadership team;
- Lead community organizing and mobilization efforts as necessary to accomplish the goals of CDF-Ohio’s policy and advocacy goals.

Qualifications:

- Demonstrated commitment to issues impacting children and families;
- Evidence of significant leadership capacity to manage staff with 5 years (minimum) of senior management experience;
• Engaging presence and ability to effectively partner in child advocacy, policy, and philanthropic communities in Ohio and nationally;

• Experience in non-profit fundraising and an entrepreneurial spirit with an aptitude for building relationships;

• Superb organizational and interpersonal skills combined with the ability to set and manage priorities and competing demands;

• Demonstrated ability to inspire, motivate, and organize people into effective teams and monitor progress toward goals;

• Proven ability to design and implement multiple projects and programs;

• Experience developing organizational budgets and providing fiscal oversight;

• Experience with state-level legislative and budget advocacy;

• Understanding of the principles of community mobilizing and organizing;

• Excellent communications skills with the ability to effectively convey CDF’s mission to a variety of constituencies and creatively engage key partners in the programs, activities, and advocacy work of CDF on the local, state and national level.

• Commensurate with experience. This is a full-time salaried position with a generous benefits package including vacation, medical, dental and retirement plans. Please be prepared to share your minimum salary requirement.

To apply, please visit Careers at www.childrensdefense.org to submit a detailed cover letter, which can exceed one page (detailing your interest and management, fundraising, policy/advocacy experience) and resume.

The Children’s Defense Fund Is an Equal Opportunity Employer