

# WASHINGTON STATE COALITION AGAINST DOMESTIC VIOLENCE EXECUTIVE DIRECTOR POSITION



## WHY SEEK A POSITION AT WSCADV?

**Our vision:** We envision a world in which all people can live and love freely without fear.

**Our mission:** The mission of the Washington State Coalition Against Domestic Violence (WSCADV) is to mobilize our member programs and allies to end domestic violence through advocacy and action for social change.

**Our Theory of Change:** We integrate purpose, values, beliefs, and strategies to address the root causes of violence and to build race equity, economic justice, and gender and reproductive liberation.

**Our Work:** Guided by our [Principles of Unity](#), we improve how communities respond to domestic violence, create a social intolerance for abuse, support our member programs, and inform and engage the public.



## ABOUT WSCADV

WSCADV is the leading voice to end domestic violence in Washington State. Founded in 1990 by survivors and their allies, WSCADV is a non-profit 501(c)3 network of over 70 domestic violence and dual domestic violence/sexual assault (DV/SA) advocacy programs. Our member programs work tirelessly across the state to help survivors towards safety and freedom. Our membership includes private, non-profit, community-based DV/SA organizations, allied organizations, and supportive individuals. We have focused partnerships with Tribal and Native programs and marginalized community organizations, and we collaborate with the Washington Coalition of Sexual Assault Programs and WomenSpirit Coalition. Our board is made up of membership and community-at-large positions. Survivor and advocate stories drive all that we do and shape our policy, strategic partnerships, and program efforts.

The Executive Director will be part of a shared leadership and decision-making model with a management team and highly collaborative and engaged staff. Our Executive Director is not expected to do it all and will be part of an interactive and creative team. WSCADV has a talented staff of 17 working in Seattle and Olympia offices. Our coalition is often described by others as: innovative, smart, inspiring, and fun.

## WHO ARE WE LOOKING FOR?

A thoughtful, energetic, and compassionate leader:

- ✓ Who understands gender-based violence, and who is willing to move forward WSCADV's Theory of Change statewide and nationally.
- ✓ Who is committed to engaging people and groups with transformational ideas, open-mindedness, and compassion through joyful, bold, and

pragmatic strategies that create the relationships and the world we all want for each other.

- ✓ Who exercises leadership in ways that include invitation, learning, strategy, relationship, appreciation, and joy.
- ✓ Who promotes and supports shared leadership with the staff team.
- ✓ Who has abundant good humor, patience, and humility.
- ✓ Who believes in the importance of lunch at the staff's common table.

## **EXECUTIVE DIRECTOR RESPONSIBILITIES**

WSCADV offers a unique opportunity to provide leadership and inform membership with new and exciting strategies and partnerships as we work together to address the root causes of domestic violence. The Executive Director reports to the Board of Directors and is responsible for the organization's consistent achievement of its mission and financial goals. This is a full-time, exempt position. With locations in Seattle and Olympia, this position is primarily based in the Seattle office. Periodic overnight travel will be required. Valid driver's license and/or ability to travel locally and out of state is also required.

### **Visionary Leadership**

- In collaboration with the Board of Directors and staff, communicate the purpose and spirit of the Theory of Change.
- Create and maintain strategic relationships with key stakeholders and organizations aligned with our mission to advance goals and long-term strategies.

### **Supporting Member Programs**

- Support a diverse group of member programs to engage in statewide social change efforts.
- In collaboration with WSCADV staff, work with member programs to (1) strengthen survivor-driven advocacy practices, (2) develop strategic community partnerships that promote racial, economic, immigrant, and reproductive justice, and (3) explore innovative models of violence intervention and prevention.
- Provide support to the directors of member programs on a wide range of leadership, management, and community engagement issues.
- Work with the staff team to plan, implement, and evaluate program elements that (1) respond to the needs of member programs and (2) advance our Theory of Change.

### **Engaging the Public**

- Represent WSCADV at a wide range of public meetings and events, and work collaboratively at the local, regional, and national levels to advance the mission of the organization.

- In collaboration with WSCADV staff, advance WSCADV's Theory of Change utilizing a variety of messaging, communications, and public relations strategies.
- In collaboration with staff and WSCADV contract lobbyists, support WSCADV's public policy work to educate and advocate with state and national legislators and policymakers to advance goals and objectives of the Theory of Change.

### **Organizational Health and Sustainability**

- In partnership with the management team, oversee and support all staff functions, including:
  - Maintaining a collaborative, open, positive climate that attracts, retains, and motivates a diverse staff of high performing, team-oriented individuals.
  - Leading the ongoing implementation of long-term, results-oriented strategic goals and objectives.
  - Exploring and utilizing leadership innovations in shared decision-making, peer support, and organizational development and structure.
  - Assessing and evolving all areas of administration, operations, and supervision of staff.
  - Developing organizational and financial plans that align with coalition priorities and implementing as authorized by the board.
  - Strong financial management and oversight expertise.
  - Stewarding relationships with existing public and private funders and identifying/building relationships with potential new funders.
- Provide support to the Board of Directors, including:
  - Recruit potential board members that bring needed skills and qualities, and that build board diversity, equity, and inclusion.
  - Work with the management team, finance committee, and full board to develop and approve annual budgets that reflect program goals/objectives and contribute to long-term fiscal health.
  - Coordinate staff input, as needed, for the development and/or modification of organizational policies and procedures that are approved by the board (e.g., personnel policies, accounting manual, records retention).

## **EXECUTIVE DIRECTOR EXPERIENCE AND ATTRIBUTES**

### **Must Have**

A combination of work and life experiences that demonstrate an understanding of domestic and sexual violence and how they intersect with other forms of oppression.

- Demonstrated knowledge and a minimum of five years work experience

in one or more of the following:

- a social justice related advocacy organization (e.g., racial justice, economic justice, housing justice, food justice, immigrant justice, and reproductive justice).
- grass-roots or community organizing efforts addressing social inequities.
- non-profit organizational leadership and management.
- Commitment to advancing WSCADV’s mission, Theory of Change, and Principles of Unity.
- Demonstrated leadership in strategic thinking.
- Exceptional relationship and coalition building experience at the local, state, and/or national levels.
- Commitment to promoting an engaging environment in which staff and management voices are equally valued in a collaborative process.
- Experience innovating in leadership, management, and supervision.
- Grant writing and fund development.
- Excellent oral and written communication skills, including: negotiations with funders and donors, delivering presentations, and effective networking.
- Demonstrated ability to work effectively in partnership with a governance board.
- Working knowledge of Microsoft Office products, including Office 365.
- High energy and a sense of humor.

#### **Hope For**

- Experience in public policy analysis and advocacy.
- Spanish, ASL, or other language proficiency.
- Experience in creating and implementing development plans that includes major donors, annual giving, planned giving, and investments for the organization.

## **COMPENSATION**

WSCADV offers competitive salaries, excellent benefits, generous vacation, and a pleasant working environment. WSCADV staff is dedicated to promoting an environment of collaboration and workplace flexibility.

**Position:** Executive Director – Seattle office

**Reports to:** Board of Directors

**Classification:** Exempt

**Compensation:** DOE, competitive market rates.

The Executive Director’s salary offer will be competitive and based upon the applicant’s level of experience and satisfaction of the qualifications listed above.

The Executive Director's generous benefits package includes vacation, retirement contribution after one year, health, dental, vision, disability, and life insurance.

## HOW TO APPLY

Submit your cover letter, resume or curriculum vitae, and writing sample (maximum length one page) that you believe best expresses your commitment and passion for this position to: WSCADV Search Committee at [WSCADVEDAPPLICANT@gmail.com](mailto:WSCADVEDAPPLICANT@gmail.com).

**Application deadline is July 15, 2019 by 5:00 pm.** Any applications received after this date will not be considered.

Applicants invited to an initial interview will be expected to participate either in-person or by online video (Zoom, Skype).

Estimated start date for the Executive Director is early September 2019.

WSCADV deeply values diversity and is committed to the recruitment and retention of individuals of underrepresented backgrounds, including gender, race, religion, and sexual orientation. WSCADV is an equal opportunity employer and we strongly encourage and seek applications from women, people of color, immigrant, bilingual and bicultural individuals, as well as members of the lesbian, gay, bisexual, and transgender communities. WSCADV is committed to complying with all federal, state, and local equal employment opportunity ("EEO") laws.

