



## NEW FUTURES EXECUTIVE DIRECTOR Job Announcement

New Futures seeks a well-qualified, experienced, committed, visionary leader to fill the position of Executive Director (ED). This position provides a unique opportunity to work in an environment dedicated to the values of cultural competency and strengths-based programming.

New Futures partners with families to create communities where children thrive. Our integrated, culturally relevant programs build skills, foster connectedness, and promote strengths. We operate vibrant community learning centers at four low-income apartment complexes in South King County, providing services and community building programs on-site to children, youth, and families.

*Partnering with families to create communities where children thrive.*

### THE ORGANIZATION:

New Futures was founded in 1993 by teachers in the Highline School District who realized that many of the children who were struggling most in their classrooms were living in the same low-income, high-crime apartment complex. They rented an apartment there and started an on-site after-school program. Recognizing that children need strong families and safe communities in addition to academic support in order to thrive, New Futures integrated family support and community-building activities into our children and youth development programs. In 2004, New Futures launched ReachOut, a social enterprise that engages individuals in transforming organizations, particularly schools, to effectively serve culturally diverse children and families. ReachOut uses the proven results of over a decade of New Futures' work to share best-practices and concrete strategies in the area of cultural competency.

Overseen by a committed board of directors of 15, and led by a talented and dedicated staff of 45 (26 full time equivalents), the organization intensively serves 1,475 individuals each year, and touches more than 4,000. New Futures has an annual operating budget of \$1.5 million.

The residents we work with are racially and ethnically diverse:

- 93 percent of families in our programs are recent immigrants or refugees
- Nearly half of the people we serve speak a language other than English as their first language
- 69% of our families identify themselves as Latino; 10% as African or African American; 4% as Asian or Pacific Islander; 8% as multi-ethnic; 3% as Caucasian; 1% as Native American or Alaskan Native; and 5 % as "other"

We attribute our long-term success at partnering with these communities to three essential characteristics of our work:

1) **Neighborhood-Based:** New Futures operates year-round at the apartment complexes where the families we serve live, providing very easy access to our programs. Our staff

members are able to develop trusting relationships with residents and are considered friends and neighbors. To be as accessible as possible, people do not have to make appointments to meet with staff.

2) **Integrated:** Helping children thrive is a complex undertaking. By partnering with families, local schools and teachers, King County Housing Authority, property management, and other community agencies, our programs help children and parents simultaneously address challenges at an individual, family, and neighborhood level.

3) **Responsive:** Since our inception, our programs have been created in response to families' stated needs and interests, and have incorporated their values. The collaborative nature of our work helps to establish the trust necessary for success, and to ensure our programs are relevant. Our staff members receive extensive cultural competency training and reflect the communities they serve: more than half are bilingual, many of our staff members are immigrants, and several were formerly served by New Futures' programs. Through our ReachOut training program, we train other organizations and schools in cultural competence, helping change systems to better meet the needs of diverse children and families.

New Futures has had an interim executive director since May 2009. We have used this time to review and strengthen internal systems. New Futures is in the process of developing a strategic plan to guide the organization for the next three years. The incoming executive will inherit an organization that is fiscally and programmatically sound, with strong programs, partnerships, and services in place.

For more information on New Futures, visit [www.newfutures.org](http://www.newfutures.org).

## **THE POSITION:**

The Executive Director reports to the Board of Directors and is responsible for the organization's consistent achievement of its mission and financial objectives. The current director oversees a staff of 45 full and part-time employees. The position requires occasional evening and weekend work.

The Executive Director must be an engaging leader and experienced manager who excels at balancing internal management with external impact and visibility. S/he will ensure that the organization is fiscally and programmatically sound and strategically advancing its purpose and goals. The Executive Director directly supervises an experienced and committed senior staff team of four.

## **KEY RESPONSIBILITIES:**

### **Leadership**

- Advance, oversee implementation of and communicate the vision, mission, and values of New Futures
- Exhibit a passion for New Futures' mission
- Act as a public spokesperson and advocate and represent New Futures at community activities
- Develop strong, positive relationships with board, staff, volunteers, donors, and other stakeholders
- Think strategically: assess options and actions based on New Futures' strategic plan and on trends and conditions in the environment

- Provide leadership in moving New Futures toward increased cultural competency

### **Fundraising and Community Relations**

- Provide strategic leadership in major development efforts ranging from donor cultivation to solicitations and stewardship
- Communicate with stakeholders to keep them informed of New Futures' work and identify changes in the community served by the organization
- Oversee fundraising and community-building events

### **Personnel Management**

- Maintain a climate that attracts and motivates a diverse staff of top-quality people and volunteers
- Hire, mentor, evaluate, motivate, and, as necessary, manage transition of staff
- Ensure that a sound organizational structure, including a leadership/management team and other staffing, is in place
- Ensure that New Futures is in compliance with all applicable laws

### **Operations and Fiscal Oversight**

- Develop an operational plan with goals and objectives that reflects New Futures' strategic direction
- Work with the staff, finance committee, and the board in preparing a budget
- Ensure that the organization operates within budget guidelines
- Manage day-to-day operations efficiently and effectively
- Ensure that all reporting requirements are met
- Perform risk management
- Direct the maintenance of New Futures' financial records

### **Program Planning**

- Oversee the planning, implementation and evaluation of programs and services
- Oversee and support New Futures' social enterprise, ReachOut

### **SKILLS AND EXPERIENCE:**

The ideal candidate for this position will have a demonstrated commitment to New Futures' mission. S/he will also bring a variety of experiences and attributes, including:

- Five or more years leading/managing a non-profit organization comparable in size and scope to New Futures or demonstrated combination of for-profit experience combined with board and volunteer experience
- Inspirational leadership with demonstrated experience advancing the mission and vision of an organization
- Ability to connect and develop relationships with diverse groups of people
- Development prowess, including raising funds and stewarding individuals, government, corporations, and foundations
- Overseeing a budget of at least \$1 million and managing a large staff as well as having the ability to direct volunteers
- Demonstrated cultural competency and commitment to social, racial, and economic justice
- Knowledge of issues faced by low-income immigrant families

- Integrity and self awareness
- Knowledge of one or more of the following: education, poverty, and/or immigration issues
- Effective written and oral communication skills
- Working effectively with a board of directors
- Developing strategic collaboration and partnerships with individuals, staff, and organizations
- Bachelor's degree or equivalent

The Executive Director is expected to be able to start work in April 2010. New Futures provides a competitive salary, flexible work environment, and health and retirement benefits. Salary range: \$85,000-\$92,000, depending on qualifications and experience.

**TO APPLY:**

Please submit a cover letter, resume, and three professional references on-line to [gabrielas@newfutures.org](mailto:gabrielas@newfutures.org) by February 2, 2010. The successful Executive Director must pass a background check.

New Futures welcomes and respects diversity of background, experience, identity, and opinion in our participants, staff and volunteers. We embrace people of any race, color, national origin, ethnicity, socioeconomic class, family make-up, religion, age, ability, gender identity, and sexual orientation.