



groundWork Executive Director Qualifications

Position Title: Executive Director, groundWork
Position Type: Employee, full-time
Reports to: Steering Committee Chair and Vice Chair
Classification: Exempt

groundWork Description: groundWork a fiscally-sponsored project of Community Initiatives is a statewide, nonpartisan advocacy organization that advances investment in early learning and development as the most transformative strategy to improve school outcomes, increase the life-long success of Ohio's children, and lay a strong economic foundation for economic prosperity in our state. More information on groundWork can be found at www.groundworkohio.org.

Summary: The Executive Director will be responsible for ensuring that groundWork consistently achieves its mission, implementing the strategic goals and agency policies set by the Steering Committee and independent Fiscal Sponsor, as well as overseeing the financial, program, and operational management of the organization. Specifically, s/he will:

- Lead a statewide advocacy effort to achieve groundWork's strategic goals focused on children birth through age 8;
- Recruit, retain, and develop a skilled and motivated staff;
- Foster a culture of respect, achievement, and fiscal stability;
- Develop philanthropic support;
- Manage contractors such as research and lobbying firms;
- Build external visibility with funders, strategic partners, political leaders, and other constituents, and
- Continue to maintain, cultivate and explore strategic partnerships and collaborations that deepen groundWork's reach and impact across Ohio.

The successful candidate will need to exhibit strong qualities in the following areas to advance the groundWork mission in collaboration with partners throughout the state

- ***Thought Leadership and Strategy Building***
- ***Steering Committee Relations and Organizational Governance***
- ***Fundraising and Fiscal Management***
- ***Communications and External Relationships***
- ***Program Planning and Organizational Management***

The Executive Director will work primarily in Columbus, with travel statewide up to 20% of the time.

Minimum Qualifications

- Demonstrated success in building and maintaining strategic partnerships and collaborations;
- Exceptional skills in strategic execution of projects or initiatives involving multiple partners;
- Strong related professional experience, including public policy, advocacy and executive supervisory leadership at the local, state, or federal government levels, with a minimum of seven years expected;
- A track record of fundraising success, including significant grant writing experience;
- Two years' experience in financial management and organizational budgeting;
- Knowledge of non-profit governance, board development, and best practices;
- Team-building and staff development skills and experience;
- Excellent writing and research skills; and
- Undergraduate degree in an associated field.

Applicants with post-graduate education or training are preferred as are those who have shown progressively increased responsibilities and success, particularly in the nonprofit or public sectors.

Salary and benefits will be commensurate with experience. The organization provides a benefits package that includes health, dental, vision, 401k matching, and vacation, as well as other elements.

groundWork and its Fiscal Sponsor, Community Initiatives, are equal opportunity employers.

To apply send a cover letter with salary requirements and resume to EDsearch@groundworkohio.org.