

Position Announcement – November 2019
Executive Director
Big Brothers Big Sisters of Western North Carolina
Asheville, NC



Big Brothers Big Sisters of Western North Carolina (BBBSWNC) seeks an experienced Executive Director with a demonstrated commitment to organizational excellence to lead the organization and build on its mission to *Transform children's lives through mentoring and supportive services* in Western North Carolina.

The Region

Western North Carolina is a culturally rich region that is both economically and geographically diverse. It is difficult to find a top ten list that doesn't include the Asheville and WNC region. Whether the list is touting our virtues as a vacation destination or a place to retire, we continue to rank highly in people's opinions. Less well-known is the fact that our region's schools serve families speaking more than 55 different languages from urban public housing to rural seventh-generation farming communities and the suburban neighborhoods that lie between. Overall, nearly one in four children live below the poverty line, with both urban and rural poverty prevalent. The position is based in Asheville -- located in the heart of the Southern Appalachian Mountains. Asheville is home to a remarkably large nonprofit sector and is characterized by political and cultural diversity.

The Organization

BBBSWNC evolved from the "Friends" organization—a program that began in 1975 that was mainly used by the courts to provide volunteers for juvenile offenders. Then in 1982, it officially affiliated with Big Brothers Big Sisters of America. Five years later, we added our Henderson County branch office, and over the following thirty years, we expanded to serve eleven Western North Carolina counties. There are now more than 300+ Big Brothers Big Sisters programs in the United States.

BBBSWNC is governed by a committed Board of Directors, has 15+ experienced and dedicated full- and part-time staff, and 57 AmeriCorps members, and an annual budget of \$1.5 Million. BBBSWNC's Administrative office is in downtown Asheville, NC. There are also nine satellite offices in 11 counties in WNC. More detailed information about BBBSWNC can be found at www.bbbswnc.org.

The Strategies

We are working to ensure every child in WNC has an enjoyable, long-term relationship with a caring adult who believes in them and sees their potential. We select and match mentors with children facing adversity and provide ongoing activities, training and support services for both families and volunteers to foster a successful match relationship and a lasting connection.

When matched with their Big, Littles gain a role model, a friend and access to new experiences through which they build higher aspirations for their lives. These relationships provide them with the support they need to achieve academic improvement, growth in self-confidence and

development of life skills, and reward mentors with the experience of being an integral part of that young person's success.

Thousands of children in our region are facing adversity. Enduring relationships with a caring mentor are proven to help them develop more positive visions of themselves and their futures – and to beat their odds.

Over the past thirty-five years, we have served over 14,000 children and believe that in each one there is a special spark that can lead them to become positive, productive citizens of our community and the world. In 2018-2019, 658 children benefitted by having a one on one relationship with a Big and over 3,000 were served in total through BBBSWNC and AmeriCorps Project MARS.

Our Programs

- **Community-based** – Volunteers ages 18 and older are matched with children from single-parent families. “Bigs” schedule activities with their “Littles” at a minimum of two times each month.
- **School-based** – Volunteers ages 16 and older are paired with elementary age youth for fun activities one hour each week at the child's school.
- **After School** – In this program, volunteers aged 16 and older offer consistency, encouragement, and role modeling for their “Little” through engaging in fun activities at the child's after-school program.
- **Project MARS/AmeriCorps:** Project MARS/AmeriCorps is a national service program hosted by Big Brothers Big Sisters of WNC, funded through the NC Commission on Volunteerism and Community Service and the Corporation for National and Community Service. Our fifty-seven AmeriCorps members provide **Mentoring**, **Academic Assistance** and **Resources for Success** for the children in western North Carolina. In the first four years of the program, AmeriCorps members served over 6,000 children, serving as School Engagement Coordinators, with greater than 88% of children served improving School Engagement both attitudinally and behaviorally.

The Position

BBBSWNC seeks an individual who is well prepared to provide the inspired external and internal leadership required of this role. The new Executive Director must have successful organizational leadership experience and the ability to oversee fundraising, programs, and overall operations while working effectively with the staff, the board, and the local county advisory councils to guide the organization. The Executive Director must also possess the talent to listen and communicate effectively and to build relationships with multiple constituencies, including the Board, staff, advisory councils, donors, mentors, and the children and families BBBSWNC serves.

The incoming Executive Director will succeed Robin Myer who has effectively led the organization since 1992 and who will retire May 1, 2020.

Reporting Relationships

The Executive Director reports directly to the Board of Directors and supervises the staff.

Priorities

BBBSWNC provides positive role models to youth and builds "Friendships with a Purpose" that ignite the youth's potential. Toward that end, the new leader will lead the organization in achieving the following priorities within the first 12-18 months of their tenure:

- Focus on relationship-building and being present to staff, board, and the county advisory councils.
- Work with the board and advisory councils to strengthen and diversify the organization's fundraising and raise the organization's profile in each county.
- Strengthen, engage, and effectively utilize the board – including clarifying roles and expectations.
- Increase recruitment of "Bigs" and "Littles" – particularly "Bigs" that are male and/or people of color and "Littles" that are female.

Position Summary

Reporting to the Board of Directors, the Executive Director will provide leadership to the organization and manage its ongoing affairs. The Executive Director is responsible for directing and formulating the plan for achieving the organization's mission and annual goals; fundraising from diverse sources; budgeting and fiscal management; operations and human resource management; marketing and communications; board management; and strategic planning.

Key Responsibilities

- Leads long range planning and visioning, in partnership with the Board of Directors and staff.
- Serves as agency spokesperson. Supports marketing and public relations and advocacy efforts, acts as liaison with partner organizations, and nurtures and expands the organization's key external relationships.
- Leads organizational fundraising efforts in partnership with the board and advisory councils.
- Manages budget development, financial forecasting, and oversight.
- Provides advice, counsel, and support to the Board of Directors, and helps maintain and leverage an engaged, powerful board.

Qualifications

- Commitment to BBBSWNC's vision and mission.
- A record of successful and innovative fundraising with proven experience with grantwriting, individual donors, and major gifts.
- A proven track record of visionary leadership with progressive management experience with increasing responsibility - including administration, staff supervision, strategic planning, evaluation, budgeting, and organizational innovation.

- Extraordinary communicator and relationship builder with a wide variety of stakeholders.
- Professional and personal style consistent with the supportive, collaborative team-oriented culture of BBBSWNC.
- Demonstrated cross-cultural competency and the ability to prioritize and implement diversity, equity, and inclusion strategies.
- Demonstrated ability to manage organizational operations effectively and efficiently.
- Strong financial skills and experience- including budget management, fiscal management, and analysis.
- High level of emotional intelligence – i.e., accurately perceive and express yourself, personal humility, develop and maintain social relationships, cope and adapt to challenges, and use emotions in an effective way.
- Willingness to travel regularly to the regional satellite offices.
- Bachelor’s degree required.

The ideal candidate will also have:

- Successfully partnered with a nonprofit board of directors – particularly board development and engagement.
- Experience with youth mentoring programs or equivalent.
- Familiarity with the Asheville/Western North Carolina community.
- Demonstrated entrepreneurial mindset, innovative problem-solving skills and the courage to take calculated risks.
- Experience with corporate sponsorships and planned giving programs.

Compensation

\$70-76,000 salary plus 20 days vacation, 5 days sick leave, and 10 holidays

Application Process

To apply, please send a letter of interest and resume in one pdf file using the following naming convention: “Your Last Name-Your First Name.pdf”, *via email only* to:

BBBSWNC Search Committee

EDsearch@bbbswnc.org

Please, no phone calls, faxes, or snail mail.

Application deadline: January 7, 2020

BBBSWNC is an equal opportunity employer and is committed to recruiting a broadly diverse pool of qualified candidates for the position.