

BRAKELEY SEARCH

LEADERSHIP SEARCH PARTNERS

POSITION SPECIFICATION

STATE DIRECTOR Communities In Schools of Washington *Federal Way, WA*

Brakeley Search

formerly known as Leadership Search Partners,
is a search firm focused exclusively on the nonprofit sector.
As a division of Brakeley Briscoe, Inc. (BBI), Brakeley Search firm works with
local, national, and international nonprofits to help them hire exceptional senior-level leaders.

Stacey Konner

Senior Partner and Director, Talent Acquisition

is leading this search assignment. Inquiries may be made, in confidence,
to Stacey Konner at skonner@brakeleysearch.com.

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TITLE:	State Director
ORGANIZATION:	Communities In Schools of Washington (CISWA)
LOCATION:	Federal Way, WA (Hybrid)
REPORTS TO:	Board of Directors

CISWA MISSION

Our mission is to surround students with a community of support, empowering them to stay in school and achieve in life.

CISWA IMPACT

Our goal is simple. Put students at the center. Surround them with a caring community of support. And create access to critical resources, like food, housing, healthcare, counseling, and remote technologies so they can take charge of the future they want for themselves, their communities, and each other.

ABOUT CISWA

For over 30 years, the CIS Washington Network, comprised of Communities In Schools of Washington's state office (CISWA) and 15 community-based affiliates, has been striving for equity in educational opportunities. In adherence to CIS National guidelines, CISWA works to ensure that all affiliates have the tools and capacity to provide and sustain strong student programs and services in their local communities supporting those students who have historically been furthest from educational justice. Every student, regardless of race, gender ability, zip code, or socioeconomic background, should have what they need to realize their full potential in school and beyond.

The CIS Washington Network works inside schools partnering with teachers and parents to help address the needs of students. Working with schools and local service providers, the Network coordinates critical resources for students and families including food, housing, healthcare, counseling, and access to remote technology, all while supporting students in their school attendance, behavior, academics, and social emotional learning. Each year over 80,000 students are served statewide through the CIS Washington Network.

CISWA has a history of strong operations and successful outcomes. In addition to supporting state operations, CISWA is incubating three emerging affiliates and is the fiscal sponsor of these affiliates, supporting each of the Executive Directors and their program staff.

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ABOUT THE OPPORTUNITY

CISWA is proud to be part of a strong statewide network, and the national network of Communities In Schools, and exists to support the efforts of community-based, local independent and emerging affiliates. Leading a State Office staff of eight with an annual budget of over \$3.8M, the State Director will partner with the state office staff, affiliate Executive Directors, and the Board of Directors to continue developing and executing CISWA'S strategic plans and goals.

The State Director will build upon the Network's success of sustainable support systems inside public schools by putting students in the center and surrounding them with a caring community. Philanthropist MacKenzie Scott's transformational total gift of \$5.85M, given to CISWA and three Washington CIS affiliates, will be instrumental in deepening this impact. This unrestricted gift will help combat the inequities in public education and reimagine the way schools operate and show up for all students.

The State Director will understand and honor its existing culture, empowering the staff and creating a healthy environment for all. The State Director must show sensitivity to serving marginalized communities and have racial empathy and professional experience with diversity, equity, and inclusion to strive for equity in educational opportunities.

This is an exciting opportunity to empower every student in Washington to break through the personal challenges that stands between them and an equitable path to education!

Key Responsibilities

Organizational Leadership and Management

- Lead the State Office organization in the development and implementation of long-term vision, strategies, and goals, collaborating and aligning with WA Affiliate Network priorities and plans
- Oversee State Office functions and activities: programs, operations, human resources, finance, marketing, policy & communications, resource development, and emerging affiliate expansion
- Lead, manage, and develop State Office staff, cultivating an inclusive, high-performing, values-driven team
- Promote the State Office's development and integration of diversity, equity and inclusion into its policies, procedures, decision making, and culture
- Serve as the primary partner to the Board of Directors co-leading board operations and activities
- Serve as spokesperson and ambassador for CISWA's vision, strategy, and programs
- Cultivate and maintain strong relationships with CIS National Office and National Network, major donors, foundations, peer organizations, and government agencies

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Fiscal Management

- Develop, manage, and monitor organizational budget(s) in partnership with the State Office Staff and the Board of Directors
- Strategically link revenues and resource allocation to support sustainable organization and programmatic growth of State Office and support of WA Network goals
- Ensure fiscal processes incorporate effective internal controls and are carried out properly

Resource Development

- Promote a culture of philanthropy, ensuring adequate resources are allocated to perform necessary functions, and overseeing successful resource development efforts, including leveraging both public and private funding streams to the benefit of the state network.
- Ensure and support development of a robust and diversified annual resource development plan to achieve identified goals, in partnership with Development Director, staff and board

Expansion and Growth

- Work in partnership with affiliate network, State Office staff, and Board of Directors to develop and execute expansion strategy, to deepen CIS impact and increase CIS service delivery footprint in Washington communities
- Support growth and sustainability of emerging affiliates

Affiliate Network Leadership

- Develop and maintain strong, working relationships with Affiliate Executive Directors and board leadership
- Provide individualized support and guidance to address affiliate issues including sustainability, agency operation, or service delivery
- Work to build a strong cross-collaborative network that supports CIS across Washington State

Professional Experience/Qualifications

Required Experience:

- 5+ years leadership with managerial, financial, and operational experience, including staff management of 3+ direct reports and 10+ staff
- Experience working in marginalized communities
- Strong experience developing and executing strategy and vision for an organization
- Proven track record of managing change through a transition and/or transformation
- Track record of promoting a collaborative work environment where staff are heard, and where staff are motivated and inspired to perform at their highest level
- Direct experience working with or service on a nonprofit board of directors
- Record of success in developing and maintaining productive, collaborative relations with funders
- Racial empathy and experience with equity, diversity, and inclusion
- Proven ability to facilitate and manage growth

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Highly Preferred:

- Proven track record of managing complex budgets of at least \$2M, with multiple funding sources
- Experience working in a matrixed, federated, or network organization
- Experience working in nonprofit organizations
- Experience working with government agencies/government contracts

Preferred:

- Executive Director/CEO experience
- Expertise in work that is similar to Communities In Schools

Education:

- Bachelor's degree or equivalent experience

Skills:

- Outstanding communicator with excellent speaking, writing, and listening skills
- Ability to work with political leaders, elected officials, and other stakeholders to achieve advocacy objectives
- Big picture thinker who understands how to increase, diversify, and optimize multiple funding sources
- Ability to build and sustain an organizational culture of accountability
- Comfortable and willing to make gift solicitations
- Fluent in or working knowledge of Spanish is a plus

Personal Characteristics:

- Awareness and empathy for BIPOC populations
- A leader who enjoys being the public face of an organization
- Problem solver and comfortable making tough decisions
- High degree of emotional intelligence
- Commitment to principles of diversity, inclusion, equity, and justice in working with diverse communities
- A leader who embodies trust and transparency
- Collaborative with the ability to build consensus
- Willingness to learn and is open-minded

COMPENSATION

The salary range for this position is \$145,000 to \$170,000 with a competitive benefits package.

TO APPLY

Brakeley Search is conducting this search on an exclusive basis on behalf of CISWA. Interested candidates should apply via email by sending a resume and a letter outlining qualifications as PDF or Word documents to Chelsea Burr at CBurr@BrakeleySearch.com with "State Director CISWA" in the subject line.

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EOE STATEMENT

CIS of Washington is an Equal Opportunity Employer. We recruit, employ, train, compensate and promote regardless of age, creed, gender, religion, marital status, veteran's status, national origin, disability, or sexual orientation. We are successful because of the hard work and dedication of our passionate employees and have a clear vision to be where a diverse mix of talented people come together to utilize their strengths. Our dedication to promoting diversity, multiculturalism and inclusion is reflected across our organization and it's the foundational basis for our mission.

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