

POSITION PROFILE

# Executive Director Eastside Pathways

Bellevue, WA



## About Eastside Pathways

In June of 2011, a group of volunteers and members from Bellevue, including the Bellevue School District, City of Bellevue, and the Bellevue Schools Foundation met to begin working towards the vision that all children in this community could have access to opportunities to succeed in school and life. They acknowledged that barriers such as income, race, and culture were preventing children from reaching their potential. In December, the organization, Eastside Pathways, was formally awarded the 501(c)(3) and became a nonprofit organization.

There were organizations already working for children, but the opportunity gaps continued to exist. What was needed was a different approach – a framework that focused on working collaboratively to change systems that would give children the environment and tools to succeed.

That understanding sowed the seed of what is now Eastside Pathways – a community-wide partnership that follows the Strive Together collective impact framework and is working to close the persisting inequities and help every child thrive, cradle to career.

A commitment to racial equity lies at the heart of this work, measured by the Eastside Pathways Equity Pledge which outlines the values and resources needed to sustainably address racial inequities within our community.

*We are united by a vision of a community where every child is happy, healthy and successful.*



*We believe it is our responsibility to serve and support all children and youth in our community in an open-minded and dignified manner.*

## Mission

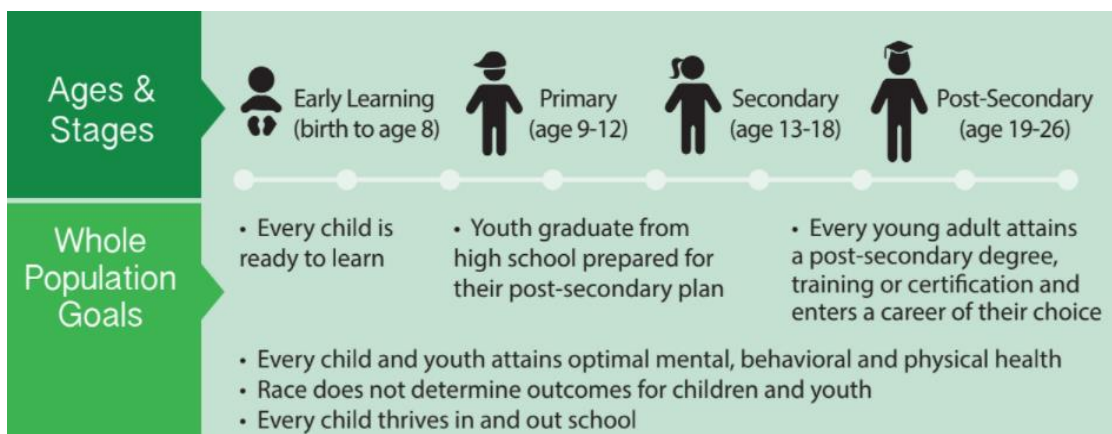
Eastside Pathways believes every child deserves the opportunity to thrive. At Eastside Pathways, our goal is to help provide those opportunities by building a powerful network of partners focused on optimal health and development for our youth.

Made up of nearly 80 public, private, and nonprofit organizations – including the Bellevue and Lake Washington School Districts - Eastside Pathways operates under the collective impact framework with a mission to shape policies and practices to eliminate the opportunity and achievement gaps so that ALL children succeed, cradle to career, in East King County.

### Our goals are:

- Every child is ready to learn
- Every child thrives both in and out of school
- Every youth graduate from high school prepared for their post-secondary plan
- Every young adult attains post-secondary education or training and enters a career of their choice
- Every child, youth, and young adult attains optimal mental and physical health
- Race does not determine outcomes for children, youth, and young adults

The work of the Eastside Pathways Partnership is supported by a nonprofit, also called Eastside Pathways, referred to as the Backbone. The Eastside Pathways Backbone provides space, convening, facilitation expertise, data and communication to guide, track, and measure Partners’ progress, individually and collectively, towards practice, policy and power shifts to achieve these six goals. For more information, please visit [www.eastsidepathways.org](http://www.eastsidepathways.org).



## The Opportunity

Eastside Pathways seeks a dynamic and visionary Executive Director to lead and collaborate with the Backbone staff to advance the mission and goals of the Partnership.

The Executive Director is responsible for overseeing the administration, programs, and the execution of the organization's strategic plan. Other core duties include fundraising, grant-writing and community and partner engagement. The position reports directly to the Board of Directors, managing a staff of six and overseeing an annual budget of approximately \$1.3M.

The Executive Director will have primary responsibility for managing the organization's day-to-day operations, leading fundraising efforts, directing the work and development of staff, and serving as the primary spokesperson for the organization. The Executive Director will ensure that the organization is fiscally sound and that its internal and external communications, fund development, and programs are meeting the current and emergent needs and interests of the Eastside Pathways Partnership.

The Executive Director must maintain a working and current knowledge of collective action strategies and the dynamics of the cradle to career environment in East King County and be a leader and manager adept at balancing internal management with external impact and visibility. The individual must be an outstanding communicator who can effectively convey the mission and activities of Eastside Pathways Backbone and Partnership to a variety of constituencies, as well as to the broader public.

This is a full-time position and requires a unique and diverse set of skills, attributes, and experience.

The Executive Director is responsible for ensuring a healthy and dynamic organization so that:

- We have a focused strategy which mobilizes the Partnership
- We are raising enough money to fund our programs
- We have a strong Backbone staff team. Each member understands their role, and is set up to succeed and grow
- Our work plan is ambitious, but matches our resources and capacity
- Our relationships with partners and allies are strong
- Our work is committed to taking progressive action towards reducing harm and increasing equity particularly for Black, Indigenous, Hispanic, Latine, and individuals of all cultures



# Role and Responsibilities

## Internal Management and Relationship Building:

- Recruit and retain excellent staff. Provide professional development opportunities, motivating career paths, and reward success.
- Lead Backbone staff and provide support and guidance through weekly and ad hoc check-in meetings, and yearly reviews.
- Lead with empathy and vulnerability, and guide a supportive, fun, challenging, rewarding, and warm team culture that allows staff to bring their full, authentic selves to their work.
- Responsible for organizational culture and relationships.
- Work with Backbone to ensure strong results from our partners, engagements, and programs.
- Participate in a leadership role in high priority programs where the ED can offer specific expertise.

## Organizational Mission and Strategy:

- Engage the partners (organizations, individuals and funders) in meaningful participation to further the organization's goals.
- Work with the Board and staff to ensure that the mission is fulfilled through grantmaking and programs, strategic planning, and community engagement.
- Manage organizational strategy and implementation through a clear strategic plan and aligned work-plan and budget.
- Establish a clear vision and plan for the continued growth and impact of Eastside Pathways.
- Provide anti-racist leadership, leading organizational change for racial justice.

## Fundraising and Fiscal Accountability:

- Work with staff and Board to define and implement best practices for an anti-racist, inclusive donor community.
- Develop inspiring materials and verbal presentations for communicating our work to donor audiences.
- Ensure legal and financial compliance and strong, transparent fiscal position.
- Maintain strong relationships with foundation partners and attract new funding for our Partnership's work.

## External Relations:

- Provide targeted assistance to Partnership as needed.
- Retain and increase the ongoing support and engagement of partners through events, communications, and individual cultivation.
- Provide visible, respected leadership in the community.
- Responsible for managing interactions and relationships with partners.
- Represent Eastside Pathways in the community and state to advance the mission.
- Recruit and on-board new partners, working with Backbone, board, and member leaders.
- Represent the organization in the media, increase public awareness, and broaden the organization's reputation to strategic constituents.

## Candidate Profile

- Minimum 8-10 years of relevant work experience
- 5+ years in senior management roles including supervision, fundraising, finance, board oversight and/or operations in a nonprofit organization
- High-level understanding of collective action and education systems
- Commitment to the mission, vision, and values of the organization
- Anti-racist leader, with track record of leading organizational change for racial justice
- Experience with and passion for fundraising
- Excellent communicator and writer, with experience as a spokesperson who can tailor messages to different audiences
- Experience and cultural proficiency working with politically underrepresented communities, including but not limited to, Black, Indigenous, and People of Color communities, immigrant and refugee communities, LGBTQ communities, justice-involved communities, and youth
- Proven ability to work in a dynamic environment and build strong Partnerships. Takes initiative and can make tough decisions
- Success supervising and mentoring staff and teams, including professional and leadership development
- Strategic, systems thinker, and creative problem solver
- Collaborative leadership style, engaging and confident interpersonal style

## Compensation & Benefits

This is a full-time position. Eastside Pathways offers an anticipated annual salary of \$150,000. We most likely will hire a candidate who is at the “senior” level of skill and experience as it relates to the Candidate Profile. However, we will consider candidates who are more or less experienced and skilled, and compensation would ramp up or down, commensurately. We look for the overall promise of the candidate to contribute to our mission over the long term.

Therefore, if you are somewhat underqualified or overqualified for the position as described but still feel you could be a good fit, please apply.

Eastside Pathways is an Equal Opportunity Employer that does not discriminate against individuals on the basis of race, religious creed, color, national origin, ancestry, sex, sexual preference, age, marital status, veteran status, mental or physical disability, or any other legally protected class in its employment policies or other programs and activities.

## Contact

Liz Lombard and Angie Sessoms of Koya Partners have been exclusively retained for this search. To express interest in this role please submit your materials [here](#), or email Angie directly at [asessons@koyapartners.com](mailto:asessons@koyapartners.com). All inquiries and discussions will be considered strictly confidential.

## About Koya Partners

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