



## **Women and Girls Foundation Chief Executive Officer/Executive Director**

[The Women and Girls Foundation \(WGF\)](#), an innovative and mission-focused 501(c)3 nonprofit organization in Pittsburgh, Pennsylvania, is seeking a dynamic, entrepreneurial, creative, and strategy-focused leader to serve as its next Chief Executive Officer/Executive Director, effective July 1, 2022.

Reporting to and partnering with the [Board of Directors](#), the next CEO/Executive Director will have a passion for the empowerment of women, girls, femmes, and gender expansive folk; a nuanced understanding of intersectional feminist advocacy, gender, equity, inclusion; and the ability to build deep relationships across sectors and amongst stakeholders.

### **OVERVIEW**

Founded in 2002, WGF is celebrating its 20<sup>th</sup> anniversary this year! They are celebrating a legacy steeped in community collaboration and the empowerment of women and girls through exercising their voices to affect local, regional, and national change through the following signature programs:

- [Family Care Act - Making Paid Family Leave a Reality for All Pennsylvanians](#)
- [GirlGov - Training the Future Leaders of America](#)
- [Femisphere - Envisioning a Future Where Women Thrive](#)
- [Grantmaking - To Advance Gender Equity and Increase the Rights of Women and Girls](#)

The Chief Executive Officer/Executive Director will have the opportunity to transition WGF into a new era of highly respected social justice advocacy on behalf of women and girls in the Greater Pittsburgh Area and state of Pennsylvania. With the support of funders, friends, partners, public officials, community leaders, and alumni, WGF is well positioned for continued growth into its next 20 years and beyond.

### **MISSION**

WGF is engaged in statewide programming and policy work. The mission of WGF is to achieve equality for women and girls, now and for generations to come. In pursuit of this mission, WGF breaks down barriers so that every girl can rise and every woman can soar. Our vision is for women and girls in Pennsylvania to have equal access, opportunity, and influence in all aspects of their public and private lives.

WGF considers all initiatives and programs through the lens of five core values:

- We believe that when women and girls thrive, communities prosper.
- We seek equity for all women without discrimination on the basis of nationality, economic status, class, ethnicity, race, sexual orientation, or marital status.
- Our programs and initiatives drive statewide solutions to the problem of gender inequity.
- Empowering girls, as well as women, is central to our mission. We engage young women as donors, activists, and leaders.
- Engaging men as allies, partners, and champions for gender equity is vital for our mission's success.

## **ROLE OF THE CHIEF EXECUTIVE OFFICER/EXECUTIVE DIRECTOR**

The Chief Executive Officer/Executive Director of WGF reports solely to the Board of Directors and is responsible for shaping and implementing the organization's strategic vision through oversight of WGF staff, programming, fundraising, and finances. The Executive Director serves as the chief fundraiser and the public face of WGF and works closely with board members, friends, collaborative partners, funders, and community-based organizations to identify promising partnerships and initiatives.

The Executive Director manages an annual budget of approximately \$1.1 million and is currently supported by a full-time staff of four along with additional project-based consultants as needed throughout the year.

## **OPPORTUNITIES AND CHALLENGES**

The new Chief Executive Officer/Executive Director will be asked to address the following in order to lead WGF into the next phase of its ongoing evolution:

- **In partnership with the Board of Directors and WGF staff, develop and bring to fruition a strong vision for the future of WGF:** The WGF Board of Directors has created a Transition Team to guide the organization through its leadership transition. To date the Transition Team has led a strategic series of community input and listening sessions to help frame the critical issues that will need to be considered by the new Chief Executive Officer/Executive Director to provide high-level guidance for the organization's future. In collaboration with the Transition Team and Board approval, the new leader will be asked to develop and lead the implementation of a specific and actionable strategic plan with measurable goals that harmonizes with the Board's overarching directives, leverages WGF's strengths and resources, and capitalizes upon the current political and cultural moment that is increasingly centering the role of women and girls as active advocates for change.
- **Oversee the development and execution of innovative, sustainable programming that reinforces WGF's mission:** The Executive Director is responsible for ensuring that the organization's programming is relevant, productive, and thoughtfully designed. To ensure that all WGF's programs are of the highest possible quality, the Chief Executive Officer/Executive Director must monitor developments of feminist theory, gender, and the intersectional and evolving concepts of Diversity, Equity, Inclusion, Belonging, and Access, while also managing WGF staff and the day-to-day operations.

- **Serve as an influential and persuasive thought leader and advocate for WGF by securing resources from friends, donors, partners, and foundations to support of the mission of WGF:** The Chief Executive Officer/Executive Director must be able to inspire and energize a wide range of constituents, stakeholders, and allies by sharing the story of WGF and influencing others to collaborate to affect meaning change on behalf of women and girls. In addition to being a compelling communicator, the Chief Executive Officer/Executive Director must have a strong sense of fundraising strategy and understand how to cultivate relationships with individuals, foundations, and other entities. Finally, the Chief Executive Officer/Executive Director serves as the public face of the organization and will proactively seek new partnerships and relationships on behalf of WGF.
- **Oversee the financial resources of WGF:** The Chief Executive Officer/Executive Director, in collaboration with the Board of Directors, will protect and ensure WGF's financial stability by carefully stewarding the organization's existing resources and continually seeking new sources of funding while maintaining an excellent relationship with existing funders. The Chief Executive Officer/Executive Director will provide the board with regular updates on WGF's financial health and is responsible for developing and managing the agreed-upon budget and ensuring annual audits are performed.
- **Mentoring and managing a talented staff:** Throughout its first 20 years, WGF has been fortunate to employ a highly dedicated, passionate, and knowledgeable staff who care deeply about the organization's mission. The Chief Executive Officer/Executive Director has created a supportive and nurturing environment that centers work/life balance and supports each individual's professional development by providing appropriate oversight, opportunities, and recognition. The Chief Executive Officer/Executive Director will also ensure that WGF continues to be a welcoming and inclusive climate in which all feel supported and able to do their best work.

## **DESIRED QUALIFICATIONS AND CHARACTERISTICS**

The Women and Girls Foundation Board of Directors welcomes applicants with strong public speaking and writing skills and the ability to advocate and build relationships while fostering innovative systems of thinking, collaboration through their evident passion for the mission.

In addition, the ideal candidate will bring many of the following skills and experiences:

### **Nonprofit Management**

- Outstanding leadership skills including the ability to facilitate, collaborate, coordinate, and lead a project from inception to successful completion.
- Excellent interpersonal communication (verbal and written), analytical and organizational skills.
- Experience recruiting, mentoring, and managing a mission centered staff.
- Exceptional oral and written communication skills across cultures, contexts, and constituencies.

### **Advocacy**

- Extensive knowledge and understanding of women's issues through an intersectional lens, coupled with a passion for bringing people together to facilitate advocacy through action.
- Guide data gathering and analysis to support advocacy efforts and programming.

- Work to create, maintain, and leverage partnerships to further advocacy efforts.
- Excellent interpersonal communication (verbal and written), analytical and organizational skills.

**Fundraising**

- Demonstrated skill in fundraising, grant-writing, and other resource-generating activities.

**ABOUT PITTSBURGH**

[Pittsburgh, Pennsylvania](#) is a mid-sized metropolitan city known for its revitalized downtown, green spaces, cultural district, an active nonprofit community, and many local and national grant makers. Pittsburgh has transitioned from its early industrial working-class roots as a hub for steel and coal mining production to become a modern-day center for high-tech, world-class education and healthcare.

Amidst Pittsburgh’s ongoing success and accolades as one of America’s most livable cities, there are startling gaps that primarily affect the lives of women and girls, and more pointedly, the lives of African American women and girls.

In recent years, the Pittsburgh community has publicly recognized the need to make Pittsburgh a most livable city for all. The result has been a renewed energy and commitment to supporting organizations like WGF, who continue to lead the charge for equity and access for all women and girls.

***WGF is an equal opportunity employer. Diversity and inclusion are core values at the Foundation. WGF seeks equity for all without regard to economic status, class, race, sexual orientation, gender identity, religion, sex, national origin, age, marital status, disability, or genetics.***

**Application Instructions**

The Women and Girls Foundation is partnering with Storbeck Search to identify its next CEO/Executive Director. Please send all queries, nominations, and applications to:



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