POSITION PROFILE

President & CEO
Women Creating Change
New York City
ABOUT WOMEN CREATING CHANGE

Women Creating Change (WCC) envisions a more just and equitable New York City where all women are civically engaged. Formerly known as Women’s City Club of New York and established in 1915, WCC is an inclusive community that partners with underserved women to develop and strengthen the skills and resources needed to effectively advocate for New York’s diverse communities.

Committed to the vision that all women have the power to be changemakers to create a more equitable New York City, WCC is developing programs, in partnership with community-based organizations, that offer women the resources, tools, and educational support to be more actively engaged in local civic life.

WCC’s new signature initiative, Civic Matters, is an innovative program that disrupts systemic barriers to civic engagement for underserved women and creates opportunities for learning and increased and equitable civic participation.

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A girl’s voice is powerful and it can bring change in the community.
WCC champions policies that strengthen our city and as part of Civic Matters we will partner with academia, nonprofits, government, and women (with a focus on women who have been systemically excluded from civic processes) to co-create culturally competent pathways to equitable civic participation.

Envision a New York City in which women who face systemic barriers to full participation in community and political decision-making processes are participating and becoming leaders in civic engagement. A research-based program, Civic Matters will transform the structures and composition of civic participation in New York City.

Our multi-tiered programmatic approach that offers opportunities for underserved women to:

- Learn about civic engagement and why it matters;
- Use action-oriented tools and resources;
- Practice using advocacy skills; and
- Engage directly in advocacy for themselves.

Civic Matters ensures participants are beneficiaries AND collaborators. The program will co-create—with its stakeholders—civic engagement opportunities that connect women with information, education, caregiving support, and leadership opportunities.

LEARN MORE:
wccny.org
The organization is seeking a dynamic and committed President & CEO who will help to position WCC at the forefront of civic engagement work in New York City. In partnership with the Board, the President & CEO will develop and implement a vision for the future and execute toward those goals. They will have responsibility for WCC’s staff, programs, expansion and execution of its mission and will provide leadership, direction and guidance for WCC’s activities. The President & CEO will represent WCC to legislative and regulatory bodies, community and civic organizations, donors, funders, members and the general public. Inspired by a genuine passion to advance the mission of WCC, the President & CEO will work tirelessly to achieve impact. They will report to the Board Chair.

To accomplish the above we seek an entrepreneurial, forward thinking, innovative and growth-oriented executive who will serve as the face of WCC and bring their leadership and management skills to the organization, ensuring WCC’s place as a go-to agency for issues important to New Yorkers.
While no one candidate will possess every quality outlined for this position, a successful candidate will bring many of the following professional qualifications and personal attributes:

**A PASSION FOR THE MISSION**
On the most fundamental level, the President & CEO will be deeply motivated by the mission of creating a community of changemakers in New York City and the power of engaging women in the civic process of the city. The new leader will be personally motivated to advance WCC’s mission and to support initiatives aimed at reducing social, racial, and economic disparities. This leader will be responsive to the needs of the communities WCC serves and will be respectful and mindful of the unique cultures represented. The President & CEO will uphold, embrace and advance gender and racial equity as an organizational operating principal. They will embed this commitment in all aspects of the organization, including funder and community engagement, governance, external communications and internal leadership.

**AN AMBASSADOR AND INFLUENTIAL LEADER FOR WOMEN CREATING CHANGE**
Embracing Women Creating Change’s mission and culture, the President & CEO will be a dynamic and credible face of the organization and a strong voice for the power of civic engagement. They must be a strong communicator and collaborator who is skilled at conveying WCC’s mission and priorities to a range of constituents and also connecting with and learning from that same group. This leader will ideally be highly visible in their field, and able to call upon their networks in the government or nonprofit fields in order to accelerate WCC’s work. An informed and passionate public speaker, the President & CEO will represent WCC as a leader among organizations in pursuit of gender and racial equity and will approach internal and external work with deep cultural competence and a social justice lens.

**EXCEPTIONAL FUNDRAISER AND COMMUNITY REPRESENTATIVE**
The President & CEO will be inspired by the mission and always looking for ways to promote the organization’s work and impact. They will have exceptional interpersonal skills and the ability to build and sustain strong support across a wide range of statewide stakeholders, including funders, grantees, Board members, staff, and the larger community. With a focus on growth and sustainability, the President & CEO will establish a fundraising culture within the organization and be skilled at growing the membership base for the future. They will be comfortable representing the organization at fundraising events and asking for support and will be able to develop a powerful sense of shared purpose in others and motivate them to engage in the future of the organization. The President & CEO will have a strong presence that allows them to effectively advocate for important policy change, educate stakeholders on best practice and amplify WCC’s voice as a champion for all New Yorkers.

**A STRATEGIC VISIONARY AND ORGANIZATIONAL LEADER**
While embodying the qualities of a visionary leader, the President & CEO must also be grounded in strategic, results-driven work. They will have the drive and passion to remain at the forefront of the work by continuing to refine and develop opportunities to serve the mission. They will be an intelligent self-starter and finisher who is resourceful and entrepreneurial, yet team-oriented. This leader will have a strong data and analysis orientation.
and a proven ability to use metrics to drive decisions and achieves strategic objectives. The ideal candidate will be experienced at working with an engaged Board of Directors and a proven leader with extensive staff, operational and financial management expertise.

In addition, strong candidates will offer:

• Extensive leadership experience at a senior level with a non-profit organization, public agency, membership association or as a successful leader with business experience and a highly transferable skill set.

• Visionary leader, strategic thinker and problem solver who is skilled in multi-tasking and prioritizing output and who has unquestioned integrity and values.

• Proven evidence of strong managerial and administrative skills resulting in the efficient management of an agency or multiple programs.

• Track record of motivating, leading, managing and delegating responsibilities to a talented staff.

• Proven track record in fundraising, with experience in identifying, cultivating, and securing support from foundations, major donors, and other individuals.

• Financial acumen, budget oversight and problem-solving skills which support and enable sound decision making.

• Facility in public speaking and public relations with proven excellence in effective oral and written communication.

• Ability to work collaboratively with the Board, task forces, and members to harness their skills and energy.

• Success working with an active membership, with the leadership skills to engage and inspire and the self-confidence to allow others to take initiative where appropriate.

• Knowledge and experience in one or more of WCC’s program areas (civic engagement, poverty alleviation, education, community organizing, social justice, etc.) with a background in advocacy and connection with New York City leaders being a plus.
Koya Partners, the executive search firm that specializes in mission-driven search, has been exclusively retained for this engagement. Please submit a compelling cover letter and resume to Erin Reedy and Shelby Woods here. All inquiries and discussions will be considered strictly confidential.

Women Creating Change is an equal opportunity employer and considers qualified applicants for employment without regard to race, color, creed, religion, national origin, sex, sexual orientation, gender identity and expression, age, disability, or Vietnam era, or other eligible veteran status, or any other protected factor.

About Koya Partners

Koya Partners, a part of Diversified Search Group, is a leading executive search and strategic advising firm dedicated to connecting exceptionally talented people with mission-driven clients. Our founding philosophy—The Right Person in the Right Place Can Change the World—guides our work as we partner with nonprofits & NGOs, institutions of higher education, responsible businesses, and social enterprises in local communities and around the world.

For more information about Koya Partners, visit www.koyapartners.com.