

Job opportunity

Executive Director



Application deadline: **March 5, 2021**

Employer: **End Domestic Abuse Wisconsin**

Location: **Madison, Wisconsin**

End Domestic Abuse Wisconsin: The Wisconsin Coalition Against Domestic Violence (End Abuse) is a statewide coalition of anti-violence organizational members, allied partners, and individual members that envisions communities fully engaged to provide safety and to give a voice to all affected by domestic abuse, while creating the social change necessary to address its root causes. We honor the wisdom and strength of domestic abuse survivors across the lifespan. Our mission is achievable through survivor-centered work that includes strategic partnerships and collaboration. As advocates for social justice, we embrace the voices of diverse communities. Based in Madison, Wisconsin, with staff across the state and country, End Abuse is a 501(c) (3) nonprofit organization dedicated to creating safer communities and freedom from domestic abuse and other forms of oppression across the lifespan. End Abuse works with, and on behalf of, its partners and member agencies on a wide array of initiatives. These efforts include public policy and systems advocacy, legal program, homicide prevention, outreach to underserved communities, human trafficking awareness, engaging youth, economic empowerment, coordinated community response, technical assistance to member programs, and management of statewide prevention funding. Additionally, End Abuse houses a national elder abuse program and a culturally specific advocacy program.

Reporting to the Board of Directors, the Executive Director is the leader of the organization and is responsible for guiding and directing the activities of End Abuse by centering the survivors we serve. The Executive Director is responsible for the overall administration of End Abuse's objectives and mission, services, and initiatives. Additionally, the Executive Director ensures the achievement of short and long-term strategic, programmatic, and financial goals, as well as the delivery of quality services by staff. End Abuse works to foster change in economic, social, and political systems and bring leadership expertise and best practices to Wisconsin domestic abuse programs and communities engaged in ending domestic abuse across the lifespan. On the individual level, all End Abuse personnel will work to further their personal capacity to foster an environment of cultural inclusivity and sensitivity that is the foundation for all the work. End Abuse honors the dignity and welfare of its staff and supports a healthy work-life balance. The Executive Director is responsible for overseeing all operations, ensuring all policies and guidelines established by the Board of Directors are upheld.

To learn more, please visit: <https://www.endabusewi.org/> (<https://www.endabusewi.org/>).

Primary responsibilities

Organizational Leadership and Board Governance

- Supports the Board of Directors, including the ongoing work of Board recruitment, engagement, committee work and leadership development; Ensures that the Board has the tools and information needed to fulfill its fiduciary responsibilities.
- Provides leadership in developing and implementing organizational plans, in concert with End Abuse's long-standing goals and objectives pertaining to inclusiveness, diversity, and dismantling white supremacy.
- Oversees regular program evaluation processes, including compliance with federal, state, local and funder regulations.
- Maintains a current knowledge of significant developments and trends in the domestic abuse movement by participating in national and statewide convenings to maintain a knowledge of trends and best practices.

Financial Planning, Management and Fund Development

- Oversees sound financial plans and practices and, is accountable for current year operating and capital budgets and for financial performance of the investment portfolio, ensuring that End Abuse operates within budget guidelines, as approved.
- Prepares annual budget for Board approval in collaboration with the Director of Finance. Conducts official correspondence and executes legal documents.

- Ensures that adequate and sustainable funds are available to successfully carry out work.
- Leads successful fundraising with individual donors, foundations, and government sources.

Community and Public Relations

- Acts as spokesperson to publicly promote the activities of End Abuse, its programs, and goals, including by providing testimony at state and federal legislative bodies, and delivering keynote speeches and presentations.
- Develops and maintains sound working relationships and cooperative arrangements with community leaders, groups, organizations, funders, and donors.
- Analyzes and advocates for domestic abuse issues to create strong partnerships and build networks of services and/or options which positively impact those affected by abuse across the lifespan.
- Develops and maintains open communication and supportive working relationships with member programs to enhance their ability to deliver effective services.

Human Resources Planning and Management

- Oversees the coaching and mentoring of staff, as needed, to ensure staff possess the skill sets needed to successfully complete their duties and responsibilities.
- Oversees recruitment, employment, and release of paid staff, consultants, and volunteers; Oversees the development of job descriptions, implementation of regular performance evaluations and ensures that sound human resource practices are in place.
- Leads an effective senior staff team, ensuring appropriate succession planning efforts are in place.
- Encourages and promotes staff and volunteer development and educational opportunities; Promotes active and broad participation by volunteers.
- Determines staffing patterns necessary to accomplish the work of the organization.
- Assists program staff in relating their specialized work to the overall work of End Abuse.
- Maintains a climate which attracts, retains, and motivates a diverse, quality staff.

Qualifications

- Thorough knowledge of domestic abuse dynamics; A strong, strategic vision for the future.
- Knowledge of legislative, legal, policy and practical day-to-day issues affecting domestic abuse victims and survivors at the local, state, and federal level.
- The ability to inspire others, communicate effectively with a variety of internal and external audiences, and bring stories and events to life.
- A minimum of five years of progressively responsible executive leadership experience including administrative experience in complex budgeting, staff supervision, fundraising, and working with, or on, a board of directors.



- Deep understanding of nonprofit organization operations, preferably a membership organization and/or an organization that provides services to individuals affected by domestic abuse.
- Ability to identify & access resources for growth; Grant writing and management, and implementation experience.
- A proven track record of upholding diversity and diverse viewpoints, and the ability to promote critical thinking and have challenging discussions to end oppression and promote real change.
- Possesses analytical and advocacy abilities and demonstrate ability to analyze data.
- Knowledge of the uniqueness and complexities of a statewide coalition of local organizations from urban and rural areas.
- Demonstrated ability to multi-task and work under tight or changing timelines; Disciplined time management skills to coordinate and prioritize own and others' activities, evaluate progress and provide feedback, and reallocate resources to complete activities within set deadlines.
- The flexibility, adaptability, and ability to respond effectively to the demands of the moment; Dedicated, energetic and detail-oriented; thrives in a dynamic work environment.
- Strong team building and leadership skills to effectively manage End Abuse activities through vision, strategic planning, and expertise.
- Exceptional interpersonal skills to elicit commitment to, and advancement of, mission and vision.
- Bachelor's degree required.
- Also required: An ability to read, write and converse in English; Tolerate prolonged sitting or standing; Possess the emotional and physical stamina to deal with a variety of stressful situations, such as: responding to complaints; handling difficult internal and external interactions; effectively working long and, at times, odd hours; Maintain a restorative nature and sense of humor throughout; Ability to engage in extensive in-state and national travel.

Application instructions

For full consideration, please email all items below, combined into one document, to EDAW@leadingtransitions.com (<mailto:EDAW@leadingtransitions.com>), no later than **5:00 p.m. CT on March 5, 2021**:

At End Domestic Abuse Wisconsin, the name of the organization is also its mission.

1. Please submit a letter **describing your qualifications** for this Executive Director position, including **how you see your role in accomplishing this mission**, and a **description of your salary parameters**; addressed to: Mindy Lubar Price, Leading Transitions LLC, 1345 North Jefferson St., Suite 350 Milwaukee, WI 53202
2. A **detailed and updated resume**; and
3. The names of, your relationship to, and contact information for, **three professional references**.

Please note:

- References will not be contacted until a candidate has been notified
- All offers of employment are contingent upon clear results of a thorough background check.
- All inquiries and interactions with potential candidates are kept in strict confidence.

This description is intended to indicate the kinds of general duties and minimum levels of work that will be required. They are not intended to be construed as exhaustive of all duties, responsibilities and skills required for the position. The employee will be required to perform other job-related duties as required by the job objectives, the Board of Directors and mission and philosophy of End Abuse. The salary range for this position starts at \$110,000 a year based on experience. Benefits include health insurance, dental insurance, life insurance, short-term and long-term disability coverage, employee assistance program, and paid vacation, holidays and sick leave. Generous PTO, and a 401K program after three months of continuous employment.

End Domestic Abuse Wisconsin is an equal opportunity employer. We value a diverse workforce and an inclusive culture. We encourage applications from all qualified individuals without regard to arrest or conviction, race, color, religion, gender, gender identity or expression, sexual orientation, age, national origin, marital status, citizenship, disability, or veteran status. Applicants with disabilities who may need accommodations in the application process can contact mindy@leadingtransitions.com (<mailto:mindy@leadingtransitions.com>).

Leading Transitions is committed to the future vitality of nonprofit, philanthropic and community-centered organizations. The practice has been refined to provide the flexibility necessary to adapt to the intricacies and dynamics of any organization.

To learn more about what our firm has to offer, please visit: <http://leadingtransitions.com/> (<http://leadingtransitions.com/>).

Application deadline: **March 5, 2021**

Sorry, we are no longer accepting applications for this position.

BE THE CHANGE

SUPPORT OUR WORK. SUPPORT SAFE FAMILIES.

[Donate
\(https://pages.donately.com/enddomesticabusewisconsin/campaign/we-can-all-help-end-abuse\)](https://pages.donately.com/enddomesticabusewisconsin/campaign/we-can-all-help-end-abuse)

[Take Action \(https://www.endabusewi.org/take-action/\)](https://www.endabusewi.org/take-action/)

End Domestic Abuse Wisconsin: The Wisconsin Coalition Against Domestic Violence

1400 E. Washington Ave. Suite 227 • Madison, Wisconsin 53703 • Phone: (608) 255-0539 (tel:16082550539)

[Privacy Policy \(http://www.endabusewi.org/privacy-policy/\)](http://www.endabusewi.org/privacy-policy/)



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