



NETWORKPENINSULA

Because strong nonprofits
are key to thriving communities

Executive Director (operations/programs) \$64,155 base (35 hours/week)

NetworkPeninsula is seeking a new Executive Director to lead the organization to the next level in growth and sustainability, in order to be able to meet the continually changing needs of nonprofits on the Peninsula. The Executive Director will carry out the mission of **NetworkPeninsula** and assume responsibility for the overall management and operation of the organization. We are seeking someone who can bring their knowledge of the nonprofit sector, passion for the value of this sector, and belief in collaborative communities to impact change, all together to create a strong, sustainable organization committed to elevating the nonprofit sector on the Peninsula.

About NetworkPeninsula

NetworkPeninsula provides nonprofits with the tools and training to fulfill their missions effectively. Since 2007, our programs have been accessed by more than 350 nonprofits across the Peninsula. Programs include continuing education, advocacy, Board Training, networking, information sharing, and expanded outreach.

NetworkPeninsula believes strong nonprofits are key to vibrant, connected, and healthier communities. We work to build stronger communities by connecting nonprofits to resources and opportunities and to citizens and businesses in the community. We are a trusted leader providing education, connections, advocacy, and authentic collaboration opportunities to help our nonprofits remain sustainable, able to continue the valuable work they do.

Our Mission & Vision – **NetworkPeninsula's** mission is to raise awareness of the needs on the Peninsula, encourage involvement from the community at large, and strengthen the nonprofits working to meet these needs. Our vision is a strong nonprofit sector supported by an engaged public who recognize the value of nonprofits and come alongside them to positively impact the health and wellbeing of our communities.

Our History - Founded as NetworkWilliamsburg in 2007, the organization changed its name in 2014 to reflect our growth. Today, **NetworkPeninsula** serves the nonprofit sector on the Virginia Peninsula, including greater Williamsburg, Newport News, Hampton, Gloucester, Mathews, and Poquoson. **NetworkPeninsula** is a 501c3 nonprofit organization.

Executive Director

Reporting to the Board of Directors, the Executive Director will have overall strategic and operational responsibility for **NetworkPeninsula's** staff, programs, expansion, and execution of its mission. The Executive Director will develop deep knowledge of field, core programs, operations, and business plans.

Key Position Responsibilities:

Leadership & Management:

- Plan and implement programming to support the nonprofit sector serving the Virginia Peninsula and to connect the community at large to the needs of local nonprofits.
- Ensure ongoing operational excellence and consistent quality of finance and administration, fundraising, communications, and recommend timelines and resources needed to achieve the strategic goals.
- Actively engage and energize **NetworkPeninsula** nonprofit members, volunteers, board members, and funders.
- Engage in networking and other events in order to grow the Networked Community of business partners, civic and faith-based groups, and government leaders across the Peninsula.
- Develop, maintain, and support a strong Board of Directors; serve as ex-officio of each committee; seek and build board involvement with strategic direction for ongoing local operations.
- Seek out, participate in, and create strategic partnerships with area colleges and universities, local public and private schools, area congregations, and other groups to grow the resources and expand the outreach for local nonprofits.
- Maintain partnership with *National Council of Nonprofits* to communicate advocacy alerts, resources, and information to nonprofits in a timely manner
- Work with local and state government to ensure that the work of nonprofits is consistently communicated and help facilitate their inclusion in relevant discussions impacting their work and the people they serve.
- Host and/or Coordinate Peer to Peer Groups, Entrepreneurial Thinking Cohorts, Leadership Cohorts, and other workshops and classes.
- Encourage and provide guidance for strategic partnerships, listening sessions, and collaborative efforts among nonprofits, as well as with other community stakeholder groups.
- Coordinate member benefits and develop partnerships to continually increase benefits as part of nonprofit memberships.

Fundraising & Communications:

- Develop and implement a successful plan to secure annual partnerships, program sponsorships, and nonprofit memberships.
- Work with the Program Assistant to plan and implement marketing/social media campaigns showcasing the important work of the nonprofit sector on the Peninsula.
- Work with the Program Assistant to increase membership and engagement through *Community E-connections* and *Nonprofit E-Source*.
- Research and write grants needed for programs/operations of **NetworkPeninsula**.
- Use external presence and relationships to secure new opportunities.

Qualifications:

The Executive Director will be thoroughly committed to **NetworkPeninsula's** mission. All candidates should have proven leadership, operations, and relationship management experience.

- Minimum college degree, with at least 10 years of senior management experience; track record of effectively leading an organization and staff; ability to point to specific examples of having developed and operationalized strategies that have taken an organization to the next stage of growth.
- Unwavering commitment to quality programs and evaluation
- Excellence in organizational management with the ability to manage staff, set and achieve strategic objectives, and manage a budget
- Past success working with a Board of Directors with the ability to cultivate existing board member relationships
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills.
- Action-oriented, entrepreneurial, adaptable, and innovative approach to business planning.
- Ability to work effectively in collaboration with diverse groups of people.
- Passion, idealism, integrity, positive attitude, mission-driven, and self-directed.

Compensation:

Salary is \$64,155 base (depending on qualifications and experience). This is a 35 hour/week non-exempt position.

How to Apply:

Interested candidates should submit a resume, cover letter, and three professional references, with contact information, to Nisenson Consulting LLC at amy.nisenson@gmail.com by **noon on Friday, February 16, 2024**. Please put *Executive Director NetworkPeninsula* in the email subject line. No phone calls please.

NetworkPeninsula is an equal opportunity employer. We encourage applications from candidates of all backgrounds and experiences.