

BRAKELEY SEARCH

LEADERSHIP SEARCH PARTNERS

POSITION SPECIFICATION

EXECUTIVE DIRECTOR

Next Door Solutions to Domestic Violence
San Jose, CA

Brakeley Search

formerly known as Leadership Search Partners,
is a search firm focused exclusively on the nonprofit sector.
As a division of Brakeley Briscoe, Inc. (BBI), the San Francisco Bay Area-based firm works with
local, national, and international nonprofits to help them hire exceptional senior-level leaders.

Stacey Konner

Senior Partner and Director, Talent Acquisition

is leading this search assignment. Inquiries may be made, in confidence,
to Stacey Konner at skonner@brakeleysearch.com.

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TITLE:	Executive Director
ORGANIZATION:	Next Door Solutions to Domestic Violence (NDS)
LOCATION:	San Jose, CA
REPORTS TO:	Board of Directors

NDS MISSION

Our mission is to end domestic violence in the moment and for all time.

NDS VISION

Our vision is of a community environment that breaks the silence; views and treats domestic violence and other forms of gender-based violence as unacceptable; upholds supportive accountability for those who harm; and, where survivors and families have the support and resources to achieve the highest quality of life possible.

ABOUT THE ORGANIZATION

Next Door Solutions to Domestic Violence (NDS) is the longest established domestic violence agency in Santa Clara County, opening its emergency shelter and hotline in 1971. NDS was the second domestic violence emergency shelter to operate in California and the first to offer bilingual services in the United States.

Since that time, Next Door Solutions has grown to provide comprehensive prevention and intervention services to women, men, children and youth, and the LGBTQIA community. As Santa Clara County's largest provider of domestic violence services, the agency's comprehensive approach includes crisis services, crisis intervention, advocacy, and support services.

In addition to its core services, NDS is advancing promising practices and strategies to prevent domestic violence and in changing community norms through three key initiatives: domestic violence and healthcare partnership; engaging men and boys in gender-based violence prevention; and expanding supportive services to children.

The organization provides services to nearly 2,600 women and children in Santa Clara County and responds annually to approximately 13,000 hotline calls. NDS serves a diverse community reflective of Santa Clara County.

The organization is proud of its survivor-centered, innovative, and advocacy-focused culture which extends both internally and externally. The Executive Director will be joining a social justice-minded team that truly loves what they do and cares about each other; an environment that is committed to collaboration and transparency; and a "can-do/will-do" attitude, particularly as it relates to the organization's clients.

ABOUT THE OPPORTUNITY

Next Door Solutions is well respected in Santa Clara County for the services it provides and has close working relationships with many government and community agencies. Leading an organization of over 40 staff and an annual budget of approximately \$5M, the Executive Director will partner with the staff and Board of Directors to continue developing and executing NDS' strategic plans and goals. The Executive Director will build upon NDS' 50 years of high-quality service to women, men, and children who have experienced domestic violence, prioritizing NDS' financial sustainability, community involvement, and engaged staff. The Executive Director will understand and honor its existing culture, empowering the staff and creating a healthy environment for all.

The Executive Director must have compassion and an understanding for adult and child victims and survivors affected by domestic violence. With the goal of ending domestic violence now and forever, Next Door Solutions is a big agency of "YES!"

Key Responsibilities

Organizational Leadership and Management

- Lead the organization in the development and implementation of long-term vision, strategies, and goals
- Oversee all programmatic, operational, financial, and fundraising activities of the organization
- Manage and inspire staff, leading the team toward a common mission
- Foster an organizational culture of results, learning, innovative thinking, accountability, and collaboration
- Maintain an effective and collaborative working relationship with the Board of Directors as a whole and with individual board members
- Serve as the principal resource to the Board of Directors and its key committees and give strong direction in policy formulation and interpretation
- Serve as a compelling spokesperson for NDS' vision, strategy, and programs among board, staff, volunteers, donors and other key stakeholders, and the community at large
- Cultivate and maintain strong relationships with major donors, foundations, and government agencies

Fiscal Management

- Develop, manage, and monitor organizational budget in partnership with the Director of Finance and Operations and the Board of Directors
- Strategically link revenues and resource allocation to facilitate and manage agency and programmatic growth
- Oversee the presentation of financial and organizational progress reports to the Board of Directors

Strategic Planning

- Develop and execute strategic plans and goals in conjunction with the Board of Directors and the senior leadership team

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Fundraising

- Deepen and expand relationships with diverse funding sources, including public agencies, foundations, corporations, and individual donors
- Drive key results in fundraising by working with the Development Director and Board of Directors in a successful fund development plan

Professional Experience/Qualifications

Experience:

- 8+ years leadership with managerial, financial, and operational experience
- 3+ years of experience in a senior leadership role, including staff management of 3+ direct reports and 20+ staff
- Experience managing organizations or departments with diverse programs
- Strong experience developing and executing strategy and vision for an organization
- Proven track record of managing change through a transition and/or transformation
- Experience managing complex budgets of at least \$3M, with multiple funding sources
- Track record of promoting a collaborative work environment where staff are heard, and where staff are motivated and inspired to perform at their highest level

Skills:

- Outstanding communicator with excellent speaking, writing, and listening skills
- Big picture thinker who understands how to increase, diversify, and optimize multiple funding sources
- Ability to build and sustain an organizational culture of accountability
- Ability to work with key stakeholders and elected officials to achieve advocacy objectives that benefit NDS

Personal Characteristics:

- Understanding and compassion for adult and child victims and survivors affected by domestic violence
- A leader who enjoys being the public face of an organization
- Problem solver and comfortable making tough decisions
- High degree of emotional intelligence and empathy
- Commitment to principles of diversity, inclusion, equity, and justice in working with diverse communities
- A leader who embodies trust and transparency

Highly Preferred:

- Executive Director/CEO experience

A Plus:

- Fluent in or working knowledge of Spanish and/or Vietnamese

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COMPENSATION

The salary for this position is \$150,000 to \$170,000 with a benefits package.

TO APPLY

Brakeley Search is conducting this search on an exclusive basis on behalf of NDS. Interested candidates should apply via email by sending a resume and a letter outlining qualifications as PDF or Word documents to Chelsea Burr at CBurr@BrakeleySearch.com with "Executive Director NDS" in the subject line.

EOE STATEMENT

Next Door Solutions is an Equal Opportunity Employer that does not discriminate in employment or delivery of services on the basis of ancestry, age, color, disability (physical and mental, includes HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, military or veteran status, national origin, race, religion, (including religious dress and grooming), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions), sexual orientation, request for FMLA, or any other characteristic protected by applicable federal, state or local laws.

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