



Leadership | Equity | Achievement | Diplomacy

*Our mission: Latino leaders across all sectors join together to create innovative strategies to drive and define policies and perceptions that advance Latino collective influence, success and power.*

## **LatinoLEAD Executive Director Job Posting**

LatinoLEAD is a cross-sector consortium of Latinos working together to advance collective influence, success and power. Members include corporate, civic, non-profit, business and academic leaders. Members meet bi-monthly to increase their knowledge on issues facing Latinos in Minnesota, spotlight successes and cultivate our community as a respected force of influence.

LatinoLEAD's name reflects our core values of Leadership, Equity, Achievement and Diplomacy. We promote equity, access and participation for all Latinos. We embrace an asset-based view of Latino culture and achievement. Our organization and programs are driven by values-based, ethical leadership.

LatinoLEAD is looking for an energetic, passionate leader to guide our organization to tap in to and realize the potential of the Minnesota's Latino community. We have successfully created our organizational infrastructure and our network, and our next Executive Director will provide the initiative, leadership, and organizing to take us to the next level.

The Minneapolis Foundation acts as our fiscal agent until our 501c3 process is complete and we assume our own financial administration. The Executive Director is a contracted position and is the only paid staff at this time. We expect the Executive Director to grow the organization's staffing and impact over the next 2-3 years.

### **AREAS OF RESPONSIBILITY:**

#### **Network Leadership and Executive Council Engagement**

The Executive Director will provide strong leadership and focus to our growing network. The E.D. will engage and empower individuals and organizations across our community to become involved in LatinoLEAD's network and programming. They will effectively support and work in partnership with the Executive Council and all of our work groups in order to fulfill our mission.

#### **Fundraising and Organizational Development**

The Executive Director is expected to raise funds primarily from philanthropic grant writing and corporate sponsorship development and implementation. Additional revenue-generating ideas will be considered as grants and sponsorships are established. The E.D. will nurture relationships with current and prospective funders. They will build out our organizational policies and processes and create a nimble, effective organization.

## **Member and Stakeholder Growth and Engagement**

The Executive Director will use social media and other communication vehicles to grow the number of individuals and organizations actively participating in, and supporting, our network and programs. The E.D. will provide consistent, energizing messaging and leadership to existing and potential stakeholders, including those typically not engaged in existing networks. As the network and stakeholders grow, they will lead and support new partnerships and collaborations.

## **Program Development**

The Executive Director will work in partnership with the Executive Council to develop and implement a Strategic Plan to intentionally grow the organization through impactful programming. The E.D. will incorporate input from and empower members, the community, and external stakeholders to make the plan come to life. Programming will focus on achieving measurable results in leadership development and advocacy.

## **Financial and Administrative Management**

The Executive Director will create and monitor our annual budget, providing reports and making adjustments as necessary for the sustainability and growth of the organization. The E.D. will ensure the organization is operating effectively and in compliance with all laws and regulations.

## **Key Skills and Qualifications**

- Bachelor's degree required
- Minimum of five years of increasing non-profit leadership, with fundraising experience
- Self-starter with an entrepreneurial mindset and ability to work without day-to-day supervision
- Strong knowledge of Minnesota's Latino community; a commitment to social justice and enhancing the strength and influence of the Latino community
- Excellent communicator – effective public speaker with strong written communication skills
- Ability to effectively communicate in Spanish and English
- Demonstrated experience in organizing and building networks and partnerships
- Experience in leadership development and public policy

## **To Apply**

This is a contract position and will remain open until filled. Submit information by Friday, March 8<sup>th</sup> to be considered in the first screening. Send cover letter, resume, references, and suggested compensation as one .pdf document to [roger@meyerconsulting.org](mailto:roger@meyerconsulting.org).

Questions? Contact Roger Meyer at [roger@meyerconsulting.org](mailto:roger@meyerconsulting.org) or 651-338-5318.