Job Posting
Chief Executive Officer

ORGANIZATION:
Dallas Afterschool, a 501(c)(3) nonprofit formed in 2007, works to level the playing field for children of all races and economic backgrounds by informing community stakeholders, supporting afterschool and summer programs and their staff members, and coordinating community resources. We envision a community with the resources and the will to provide impactful learning beyond the school day for all children.

POSITION:
The Chief Executive Officer is responsible for the organization’s consistent achievement of our mission and financial objectives. The CEO must ensure effective implementation of Dallas Afterschool’s strategic plan and delivery of our programs. The CEO is the primary spokesperson for our agency to the community and is the “face” to donors, partners, clients, and the public at large. The CEO is responsible for a $2.2 million budget, leading approximately 20 employees and 150 volunteers.

RESPONSIBILITIES:
• Execute the strategic plan; build an understanding around the vision and mission; develop appropriate goals and initiatives to advance the mission for the organization’s long-term growth.
• Grow the organization by staying aware of opportunities and needs in the community, pursue new services, offerings and partnerships that add value. Build the bridge from ideation to implementation to value creation.
• Serve as the ultimate fundraiser. Ensure successful fundraising, planning and implementation.
• Create a culture of partnership between the Board based on trust and respect. Provide leadership in developing plans with the Board of Directors and carry out plans and policies authorized by the Board. Ensure the Board is fully informed on the condition of the organization and factors influencing it.
• Serve as the primary spokesperson and public face of the organization; effectively promote programs and goals. Connect the needs of the community to the activities of the organization.
• Establish sound working relationships and cooperative arrangement with community partners, clients, public entities and other stakeholders.
• Lead advocacy efforts to connect with local, state, and federal elected offices. Share policy proposals and work with partners in the city, state and nation to gather support.
• Serve as a role model for the agency’s values both internally and in the community (See website for values)
• Maintain a work environment that attracts, retains and motivates a diverse staff of top-quality people. Promote staff development and education.
• Manage all aspects of financial management including budget preparation, timely/accurate reporting and ensure a strong positive financial position.
• Ensure compliance with all legal regulations, contracts, grants and donor intent.
• Ensure Information Technology systems are fully functioning and up-to-date, including website and other communications tools.

The ideal candidate will have a minimum of 10 years of demonstrated executive leadership experience. A Bachelor’s Degree is required; Master’s Degree preferred. For more information, please visit: DallasAfterschool.org. Please send resume to the following email: ceo@dallasafterschool.org.