



## **POSITION ANNOUNCEMENT: EXECUTIVE DIRECTOR**

### **Organizational Overview:**

StartingBloc educates, empowers, and connects emerging leaders to drive positive social change across sectors by bringing the latest innovations in corporate social responsibility, social entrepreneurship, cross-sector partnerships, and sustainability to highly talented undergraduates and young professionals. Through our renowned Institutes for Social Innovation in New York, London and Boston, continuing education programs, and networking opportunities, we have graduated 1,100 Fellows in over 40 countries who are addressing social, economic and environmental issues in their communities. Fellows report that their experiences at StartingBloc have been “life changing,” “incredibly engaging,” “intellectually and mentally rewarding,” and “inspiring.” Our vision is that as StartingBloc Fellows ascend to positions of influence, they will use the StartingBloc network to launch organizations, guide policies, and effect cross-sector partnerships that address important issues in their communities and around the world. For more information, please visit [www.startingbloc.org](http://www.startingbloc.org).

### **Position Overview:**

StartingBloc is currently seeking a talented and dynamic new Executive Director to lead a small and highly mission-driven organization into its next phase of growth and to ensure StartingBloc's continued and sustainable recognition as a leader in the fields of social innovation, social entrepreneurship, cross-sector partnerships, and sustainability. Working closely with the Director of Programs, Board of Directors, and an engaged group of StartingBloc alumni, the Executive Director will have primary responsibility for all management and leadership functions, including fundraising and partnership-building, strategic planning, financial management, infrastructure and growth development, board of directors' development, as well as programmatic impact.

### **Responsibilities:**

- Provide overall strategic leadership and tactical implementation for organizational strategy development, programmatic growth and quality, fundraising and financial management, and infrastructure development
- Work with the Board of Directors to create the organization's strategic plan and operational goals
- Develop and implement a fundraising strategy that incorporates grant writing, corporate sponsorships, major donor cultivation and solicitation, revenue-generating programs, and annual campaigns
- Create and carry out an infrastructure development plan that will support StartingBloc's future expansion
- Lead and oversee day-to-day organizational and programmatic management while providing a meaningful strategic plan that balances the internal and external needs of the organization
- Support and work with the Director of Programs to ensure that existing programs are fiscally sound and expand into new markets; as well as develop new programs that complement the organization's mission
- Build and maintain strong relationships with key stakeholders, including funders, fellows, alumni and partners, including establishing new partnerships with key corporations, nonprofits, and government offices
- Create and manage the organizational public face – from maintaining its brand to key press engagements
- Ensure that all stakeholders share the organization's vision by strategically engaging and championing StartingBloc Fellows and partners

- Work with the Board of Directors to create and implement best practices and systems of accountability throughout the organization

**Qualifications:**

- At least five years of professional experience combining programmatic and fundraising experience, preferably in a resource-constrained, entrepreneurial environment
- Passion for the mission and vision of StartingBloc, with experience in or knowledge of the field of social entrepreneurship and a commitment to continuous learning
- Demonstrated ability to lead and build an initiative, program and/or organization/company
- Proven success in diversified fundraising, including and not limited to grant writing, revenue generating programs and corporate partnerships
- Proven success building and cultivating strong partnerships/relationships with a variety of stakeholders and organizations, including funders, colleges and universities, corporations, and nonprofit organizations, potential board members and potential StartingBloc Fellows
- Strong project management and leadership skills, combining a strategic perspective with a “get things done” attitude
- Ability to work in partnership with the Board Chair to build the Board and establish best practices
- Ability to work in partnership with the Board Treasurer to ensure effective financial management of the organization
- Comfortable working in a small, highly communicative, collaborative, and mission-driven organization
- Experience working with a population of young social leaders preferred
- Familiarity with and appreciation of web-based infrastructure and systems development tools, in particular Salesforce, web 2.0 technologies, and strategies for developing online communities
- Outstanding written and verbal communication skills, with the ability to effectively target message to various audiences
- Bachelor’s degree or equivalent experience required; advanced degree preferred
- Ability to travel nationally and internationally

**Salary:** salary commensurate with experience

**Location:**

New York City

**To Apply:**

Please send a thoughtful cover letter and resume, outlining how your skills and experience position you for success in this role and stating how you heard about this position, to Lara Galinsky, Board Chair, at [jobs@startingbloc.org](mailto:jobs@startingbloc.org). Applications will be reviewed on a rolling basis.

*StartingBloc is an equal opportunity employer.*