



Title: Executive Director (ED)

30 Hours per week (75% FTE)

Salary Range: FT \$53,250-\$56,393, exempt staff

Reintegration Support Network (RSN) is a community-based organization that provides support to youth and emerging adults, ages 13-20, experiencing challenges with substance use, mental health and justice involvement. The mission of RSN is to create a community that embraces, empowers, and inspires youth and emerging adults who need support. Specially trained Mentors with lived experience related to substance use, mental health challenges and/or justice involvement - support youth and emerging adults, through one-to-one mentoring and facilitated Life Skills peer support groups, creating a safe and resilient space for young people to center their needs and build agency while increasing their engagement with self, school, and community. The work of RSN is centered around its values of Youth First, Authenticity of Voice, Diversity and Inclusion, and Independence, Partnership, and Collaboration (more information available at <https://www.rsnn.org/>).

RSN is committed to being a racially inclusive and equitable organization that intentionally interrupts systemic racism. As RSN scales up its operations, we have a unique opportunity to ensure anti-racist values and actions are embedded in the infrastructure we are creating.

We strongly encourage applications from Black, Indigenous and People of Color (BIPOC) applicants; people with lived experience of substance use, mental health, or justice involvement, homelessness, or poverty; LGBTQIA+ applicants; and people with disabilities.

Travel/Special Conditions/Requirements: This position prefers individuals with a vested interest and commitment to the specific community we serve and the evidence of peer support models. This position may require evening and weekend availability for Board of Directors meetings and other community partners meetings or events.

Qualifications: At least five year's nonprofit leadership and management experience is preferred; strong grant writing experience and a track record of grant approvals, experience developing and implementing fundraising efforts, experience in organizational development, program design and implementation, management and supervision required. Experience coaching, mentoring, and/or providing group facilitation preferred as well as 1-3 years' experience working with youth and families.

Fringe benefits: Full-time staff (30 hours or more per week) accrue PTO, workers comp and unemployment insurances.

Workplace: RSN is operating in a hybrid-work environment and staff are allowed to work remotely. The ED may be expected to attend in-person meetings with key stakeholders.

Skills and Knowledge and Personal Qualities:

- 2+ years Nonprofit leadership experience; strategic and financial planning
- Strong Grant writing skills and fundraising development
- Leadership and Critical Thinking
- Coaching and Conflict Resolution
- Excellent Communication skills (e.g. the ability to market and communicate with press as effectively as with staff, participants, and families)
- Understanding of the population being served
- Task Management
- Quality Management
- Sense of Humor and perspective

Position Summary:

The Reintegration Support Network Executive Director (ED), in conjunction with the Board of Directors is responsible for ensuring the organization has a long-range strategy, sustainable financial plan, and adequate staff and resources to carry out the organization's mission and scope of services. In addition, the ED is responsible for organizational development and financial sustainability.

Priorities for the Position:

- Become fully integrated into the organization and with constituents and community partnerships.
- Adapt the organization's long-range plan consistent with current community needs.
- Assure that the organization's programming is consistent with RSN's Mission Statement and Scope of Services.
- Design the organizations Development Plan, including grant writing, to increase revenue to meet outlined goals continuing to diversify funding and community resource base.
- Raise the organization's public profile while staying true to its mission and brand.
- Increase organizational capacity by building strong infrastructure, developing and leveraging the board, increasing staff capacity and strengthening organizational operations.

Position Responsibilities:

Organizational Leadership - In conjunction with the BOD, the ED will act as:

- Champion and Spokesperson. Nurture and expand the organization's key community partnerships. Make recommendations re: all marketing and public relations efforts.
- Lead Fundraiser. Participate in developing a Community Advisory Board, staff, and community partnerships to raise and maintain the resource base of the organization. Develop grant proposals, solicit major gifts, oversee donor campaigns and events, and create other resource development and community engagement opportunities.

- Strategic Thought Partner. Work with the staff to continually assess community needs and opportunities.
- Organizer. Provide advice, counsel and support to staff, community partners, and help maintain and leverage an engaged board.
- Team Leader. Hire and ensure that all staff are supported and evaluated. Provide for staff development activities to upgrade skill levels and motivate performance.
- Financial and Organizational Steward. Maintain strong fiduciary responsibility for the organization in collaboration with the Board of Directors.

Resource Development - In conjunction with the RSN Board of Directors the ED will act to:

- Create and implement an annual Strategic Plan. Work to develop annual fundraising goals.
- Cultivate, solicit and steward community partnerships; seek out new opportunities and relationships to grow community network resources.
- Grants - research opportunities; develop foundation relationships; write proposals and reports.
- Engage the board in fundraising and establishing/enhancing community networks.

Marketing & Communications - In conjunction with the RSN Board of Directors, the ED will:

- Act as spokesperson for RSN in the community and press.
- Oversee all public relations and marketing efforts.

Board of Director Relations - In conjunction with the RSN Board Chair the ED will:

- Engage in Board member recruitment
- Meet regularly with Board Chair and committees; attend board meetings; provide supporting information and expertise.
- Oversee Board member relations and outreach
- Provide continued training in professionalization and best practices for the Board.

Reporting Relationships:

The Executive Director works collaboratively with the Director of Operations and Programs, the Participant Program Manager, the Mentor Program Manager and Contractors and reports directly to the RSN Board of Directors. The ED may determine the need for additional staff capacity as resources are available.

Application Submission:

Individuals interested in applying for the Executive Director position should send a resume/curriculum vitae and cover letter to boardchair@rsnnc.org

Relocation costs are not covered. Applicants may be asked to complete a credit check.