

Families Helping Families of Greater New Orleans

Executive Director

Families Helping Families of Greater New Orleans is on a mission to identify the next exceptional leader of the organization. We're looking for a highly-skilled, dynamic executive director. This individual must be a driven, multi-dimensional leader. The executive director will oversee the operational efficiencies of our programs and staff. This seasoned leader will understand current trends in disability-related services and have an unwavering commitment to school and community inclusion and home and community services. The executive director is the visionary leader responsible for guiding FHFofGNO toward achieving its mission and ensuring long-term sustainability.

Duties & Responsibilities:

Strategic Direction: Support Board of Directors in develop and execute a strategic plan that aligns with the organization's mission, vision, and values. Lead the organization toward its long-term goals and objectives.

Fundraising: Create and implement effective fundraising strategies, including grant writing, donor cultivation, and special events. Diversify revenue streams and secure necessary funding to expand the financial base of the organization through collaborative proposals with other agencies, and increase self-generated funds.

Program Management: Provide oversight for existing programs, as well as the development and expansion of new initiatives. Ensure program effectiveness, impact, and alignment with the needs of the community.

Financial Management: Oversee the fiscal health of the organization, including budget development, financial planning, and fiscal responsibility. Ensure transparency and accountability by reporting financial performance to the Board of Directors and stakeholders.

Board Relations: Collaborate with the Board of Directors, providing regular updates on the organization's performance and seeking their guidance in strategic decisions. Work with the Board to recruit new board members and provide support in their roles.

Community Engagement: Foster relationships with community partners, government agencies, and other stakeholders to enhance the organization's visibility and impact. Serve as an ambassador for the organization at public events and in the media.

Team Leadership: Manage, mentor, and motivate a diverse team by fostering a positive and inclusive work culture that encourages professional growth and collaboration.

Compliance and Reporting: Ensure compliance with all relevant laws and regulations. Prepare and submit required reports to funding organizations and regulatory bodies.

Required Skills and Qualifications:

- A minimum of 5 years senior leadership experience in non-profit or business management
- Strong experience in public relations, marketing, and fund development
- Strong leadership skills with experience in program and team management
- Strong financial acumen, including budget development and financial management
- Ability to build and maintain strong relationships with partners and stakeholders
- Exceptional interpersonal and communication skills, with the ability to engage with diverse stakeholders
- Knowledge of leadership and management principles for nonprofit organizations.
- Knowledge of Louisiana Act 378, the Individuals with Disabilities Education Act, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and other laws that impact individuals with disabilities.
- Knowledge of programs related to home and community based services, special education, and vocational rehabilitation.
- Proven success working with nonprofit board of directors.
- Lived experience as a parent or primary-caregiver of an individual with a disability or an individual with a disability.
- Exceptional verbal, written, and visual communication skills.
- Background check, drug testing, and driving record must meet organization requirements.

Compensation

- \$75,000 - \$85,000
- Full-time, exempt position
- Paid holidays, including a 2-week winter holiday
- Paid vacation
- Paid Sick Leave
- Direct Primary Care Membership

Interested applicants should do the following:

- Submit a resume outlining your qualifications for the position to Mary Jacob at mjacob@fhfogn.org.
- Submit cover letter highlighting your lived experience.
- Mark in email subject line: Applying for Executive Director Position

This position does not have an end date for applying. We will continue to accept resumes until we identify a qualified candidate.