



YDEKC Interim Executive Director Job Description

Youth Development Executives of King County (YDEKC) is a diverse coalition of leaders representing youth-serving community based and nonprofit organizations across King County. Our mission is to connect, strengthen, and amplify the leaders of youth-serving organizations so that Black, Indigenous, and young people of color thrive. Our members partner with schools, communities, and families, to ensure every young person has what they need to learn, grow, and thrive.

Currently, more than 100 youth-serving organizations, most represented by their Executive Director, are members of the YDEKC Coalition. The small staff team of two in addition to the new leader will work to advance aspects of the existing shared advocacy agenda and capacity building needs of its members and collaboratively seek to reimagine new goals.

YDEKC is currently a **fully remote work environment** with the exception of regular (approximately twice per month) in-person staff meetings and occasional in-person events and meetings. The ideal candidate has deep relationships, experience and knowledge of King County's youth development context and people.

School's Out Washington provides fiscal sponsorship to YDEKC and is therefore the employer of record for all employees. The relationship is governed by an MOU that outlines roles and responsibilities. All SOWA (YDEKC) employees must reside in Washington State.

Essential roles:

Organizational Change Management

- Partner with the Advisory Board in active brainstorming, thought leadership and authentic real time discussions about YDEKC's future
- Create and drive organizational priorities, leadership structure, operations, and financial viability including refining YDEKC's equity-based strategies
- Fundraise to support YDEKC organizational goals including building new and renewed funder relationships
- Manage YDEKC budget, and ensure expenses are aligned to resource availability
- Co-create and facilitate organizational transformation to a future state of relevancy and sustainability (or explore sunseting and distribution of programs)

Coalition & Community Building

- Deepen investment and strengthen practices in member-leadership and governance
- Build and maintain strong multi-directional relationships with YDEKC members, key cross-sector leaders, decision makers and allies to forge a future path for YDEKC
- Represent YDEKC and the youth development field at a variety of key decision making and/or advocacy tables

Culture & Relationships

- Engender confidence with internal and external partners and members during this unique moment in time based on shared values of Belonging, Equity, Collaboration, and Learning, and shared approaches with our members of Anti-racism and Positive Youth Development
- Assure a culture of active listening and centering Black, Indigenous and people of color voices and priorities
- Work effectively in a time sensitive environment in an inclusive, transparent and outcome-oriented manner
- Work collaboratively with the YDEKC staff team to continuously improve culture, morale and structures that support organizational effectiveness including supervision of staff.

Desired Skills, Knowledge and Abilities

- Deep knowledge and experience advancing equity and social justice in youth serving systems, the nonprofit or public sector or equivalent
- 5+ years of management experience in nonprofits, coalition building, or within a consulting, membership or capacity building organization, including convening and facilitation
- Demonstrated track record of fundraising. Existing relationships with philanthropy and corporate foundations preferred
- Demonstrated experience working in youth development sector and within cross-sector partnerships, preferably in King County and Washington State
- Ability to drive outcomes in complex, uncertain and not yet defined environments
- Highly self-directed and skilled at working in a very dynamic environment
- Effective verbal, written, interpersonal and public speaking / presentation communication skills
- Proven successful track record in rapidly taking projects from concept to implementation
- Transparent and high integrity leadership
- Demonstrated ability to manage conflicting priorities
- Demonstrated ability to create and implement strategic plans and goals
- Demonstrated ability to create and cultivate positive, productive internal and external working relationships by building trust and collective engagement
- Experience in hiring, managing, and developing staff
- Bachelor's Degree preferred, in youth development, social service, public administration, education, recreation, or related field. Relevant work experience may substitute for education

Hours and benefits:

Salary Range: \$93K - \$116K

Full-time, 40 hours, Monday-Friday. Fair Labor Standards Act (FLSA) Classification: Exempt

Benefit package including medical, dental, vision, long-term disability, retirement, and Paid Time Off.



COVID-19 Policy: In accordance with COVID-19 safety practices, School's Out Washington has a COVID-19 Vaccination Policy, and all new hires need to be fully vaccinated prior to their first day of employment or have an approved reasonable accommodation (based on a documented disability or sincerely held religious belief) exempting them from the requirement. Individuals are considered fully vaccinated against COVID-19 two weeks after they have received the second dose in a two-dose series vaccine or two weeks after they have received a single-dose vaccine.

Our Equity Commitment: *School's Out Washington is an Equal Opportunity Employer. School's Out Washington has a commitment to addressing racism, sexism, heterosexism and other discriminatory practices and a commitment to working toward racial equity through undoing institutional and structural racism. Women, People of Color, and LGBTQ individuals are encouraged to apply.*

HOW TO APPLY

Interested candidates should send their resume and cover letter as one document to jobs@schoolsoutwashington.org with the subject line "YDEKC Interim Executive Director." Applications without cover letters will not be considered.

Cover letters should be no more than 2 pages and should outline how your professional background, experience, interests, and passions specifically correlate to the position and YDEKC's mission and work.

Applications received by 5:00 PM (PST) September 19, 2022 will receive full consideration. Applications will continue to be accepted after this date. However, preferential consideration is given to those submitted by September 19, 2022. The announcement will remain posted until the position is filled.