



Seeking Our First Executive Director: Apply by January 10, 2017

www.orchwa.org

ABOUT ORCHWA

The Oregon Community Health Workers Association (ORCHWA) is Oregon's statewide association for Community Health Workers (CHWs). Founded in 2011, our mission is to work as a unified voice to empower and advocate for CHWs and our communities. We envision a world where CHWs are recognized as members of a profession, working together for community health, social justice, and equity.

Over the past five years, ORCHWA has supported CHW programs across Oregon and achieved legislative success. We have a growing staff, active committees, and an annual budget of approximately \$420,000. Our signature event is an annual statewide conference, which draws 150 CHWs and stakeholders. ORCHWA is poised for additional growth, which will increase our ability to maintain the integrity of the CHW model while supporting the integration of CHWs into Oregon's health and social service systems. We aspire to serve as a model for others around the nation.

We are seeking an Executive Director who can lead ORCHWA into the future.

THE OPPORTUNITY

The Executive Director will guide our transition to become an independent nonprofit organization (ORCHWA currently has a fiscal sponsor, Oregon Public Health Institute).

With overall strategic and operational responsibility for ORCHWA's programs, community relations, and expansion, the Executive Director's initial priorities will include:

- Establishing ORCHWA as a 501-c-3 public benefit nonprofit organization and solidifying organizational systems
- Identifying strategic goals and resource / business development priorities in partnership with the Board and staff
- Deepening partnerships and continuing to build relationships across the state with government agencies, philanthropic organizations, CCOs, and community-based organizations
- Supporting our outstanding staff team, developing our Board of Directors, and capitalizing on the skills and connections of our board members
- Deepening our capacity for program management, convening, and technical assistance, and
- Planning to bring the CHW model to serve additional Oregon communities.

The Executive Director will be committed to ORCHWA's mission and will embody its values of advocacy, community, unity, respect, support, culture, inclusion, sharing, equity, collaboration, diversity, trust, commitment, listening, justice, corazón (heart), compassion, and fun.

QUALIFICATIONS

Experience

- Leading a nonprofit organization as a senior manager or executive director
- Cultivating board member relationships and developing / engaging a Board of Directors
- Developing and supporting staff and high-performance teams; developing participatory, shared leadership
- A track record of operationalizing strategies that to take a program or an organization to the next stage of growth
- Collaborating effectively across cultural differences; engaging diverse stakeholders including constituents, funders, and community and political leaders
- Working effectively with one or more communities affected by inequities and health disparities

Capabilities and Knowledge

- Knowledge of the CHW profession
- Familiar with resource development and able to generate resources, e.g., through a mix of grants, sponsorships, individual gifts, and/or revenue-generating opportunities
- Strong written and verbal communication skills including public speaking; a persuasive and passionate communicator; excellent interpersonal skills
- Knowledge of nonprofit financial management; ability to develop and manage budgets
- Ability to develop and lead multidisciplinary projects and programs
- Strong understanding of data-driven program evaluation

Personal Qualities and Commitments

- Demonstrated commitment to working for social justice and equity
- Entrepreneurial, flexible, and adaptable
- Mission-driven, passionate, idealistic, positive, and self-directed; possessing integrity

Other Helpful Experience

- Leading an organization through the transition from fiscal sponsorship by another organization to independent 501-c-3 status

COMPENSATION: Salary range is \$65,000 to \$75,000 depending on experience, plus benefits.

HOW TO APPLY • Due Date: January 10, 2017

Please submit the following: (1) a cover letter and (2) a complete chronological resume. Send via email as a PDF to Search Consultant Paula Manley at the Nonprofit Association of Oregon: pmanley@nonprofitoregon.org. Please put "ORCHWA Executive Director" in the subject line.

ORCHWA values diversity and is committed to equal employment opportunity. Individuals from communities that experience inequities are encouraged to apply.

For a complete job description and more info about ORCHWA: www.orchwa.org