

<b>Job Title:</b>	Executive Director	<b>Job Category:</b>	Leadership
<b>Department/Group:</b>	Executive Team	<b>Travel Required:</b>	Yes
<b>Location:</b>	Rochester, MN	<b>Position Type:</b>	Full time
<b>Salary:</b>	\$40,000	<b>Application Deadline:</b>	Interested Candidates email Resume' and Cover letter by <b>June 30th, 2017</b>
<b>Supervisor/Director:</b>	Board of Directors	<b>Reports to:</b>	Board Chair and Board
<b>Company Details</b>			
<b>About Mission 21</b> Mission 21's mission is to provide resource and restoration services to youth victims of sex trafficking. Our mission is to assist victims of sexual exploitation so that they will be restored mentally and spiritually and re-enter society as survivors.  <b>Phone: 507-208-4600</b> <a href="http://www.mission21mn.org/">http://www.mission21mn.org/</a>		Please send Cover Letter and Resume' to Search Committee at <a href="mailto:search@mission21mn.org">search@mission21mn.org</a> <b>Timelines:</b> <b>June 30th, 2017</b> - resume' and cover letters due <b>July 17, 2017</b> - Callbacks begin	
<b>Job Description</b>			

## Position

Reporting to the Board of Directors, the Executive Director (ED) will have overall strategic and operational responsibility for MISSION 21's staff, programs, expansion, and execution of its mission. S/he will initially develop deep knowledge of field, core programs, operations, and business plans.

## Responsibilities

### Leadership & Management:

- Ensure ongoing local programmatic excellence, rigorous program evaluation, and consistent quality of finance and administration, fundraising, communications, and systems; recommend timelines and resources needed to achieve the strategic goals
- Actively engage and energize MISSION 21 volunteers, board members, event committees, alumni, partnering organizations, and funders
- Develop, maintain, and support a strong Board of Directors: serve as ex-officio of each committee, seek and build board involvement with strategic direction for both ongoing local operations
- Lead, coach, develop, and retain MISSION 21's high-performance senior management team Ensure effective systems to track scaling progress, and regularly evaluate program components, so as to measure successes that can be effectively communicated to the board, funders, and other constituents

### Fundraising & Communications:

- Execute funding plan
- Expand local revenue generating and fundraising activities to support existing program operations and regional expansion while simultaneously retiring building debt

- Deepen and refine all aspects of communications—from web presence to external relations with the goal of creating a stronger brand
- Use external presence and relationships to garner new opportunities

***Strategic Planning & Policy:***

- Begin to build partnerships in new markets, establishing relationships with the funders, and political and community leaders at each expansion site
- Be an external local and national presence that publishes and communicates program results with an emphasis on the successes of the local program as a model for regional and national replication
- Represent Mission 21 on state and national task forces, committees and workgroups

**Qualifications**

The ED will be thoroughly committed to MISSION 21 Nonprofit's mission. All candidates should have proven leadership, coaching, and relationship management experience. Concrete demonstrable experience and other qualifications include:

- Track record of effectively leading a regional and/or national outcomes-based organization and staff; ability to point to specific examples of having developed and operationalized strategies that have taken an organization to the next stage of growth.
- Unwavering commitment to quality programs and data-driven program evaluation
- Excellence in organizational management with the ability to coach staff, manage, and develop high-performance teams, set and achieve strategic objectives, and manage a budget
- Past success working with a Board of Directors with the ability to cultivate existing board member relationships
- Preference would be given to an advanced degree, ideally an MBA, or someone with at least 10 years in management experience.

**Preferred Knowledge/ Skills**

- Knowledge of issues related to minor sex trafficking and gender-based violence, comprehensive programming, child welfare, and court systems
- Proven experience providing 1:1 and group supports and/or programming within a shelter or other youth setting
- Knowledge of supportive housing program and services
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills
- Ability to work effectively in collaboration with diverse groups of people
- Passion, idealism, integrity, positive attitude, mission-driven, and self-directed