



Organization Overview

The LEAD NC Institute (501c3) and LEAD NC (501c4) exist to seek out, encourage and cultivate a new generation of community and civic leaders for North Carolina.

We are committed to creating a nonpartisan leadership development model that works to address structural and racial inequities and eliminate power and representation gaps for people of color, women and LGBTQ communities. This commitment includes not only our responsibility to recruit and train a cohort of leaders that reflects the changing demographics of North Carolina, but also to develop a greater understanding among civic leaders of inequity based on race, class, gender, sexual orientation, and citizenship.

We focus on leadership development for North Carolinians who strongly support the following ideals:

- All of North Carolina's children deserve access to a quality and equitable public education that is adequately funded, as guaranteed by the state Constitution.
- Both private enterprise and government are essential for creating opportunity and growth, and our economy should work for everyone, not just those at the top.
- In order to provide energy that is critical to North Carolina's economic growth and well-being, we must develop cleaner, more renewable forms of energy while protecting our natural resources and ensuring a healthy and safe environment for current and future generations.
- North Carolina citizens have the right to accessible and fair elections free of unnecessary obstacles and intimidation.
- People have the right to decide if and when they will have a child, and everyone has the right to parent the children they already have in safe environments and healthy communities.
- The unique mission and purpose of government is to promote the public interest and help create a high quality of life and community well-being.

Position Overview

The LEAD NC Institute/LEAD NC Executive Director is responsible for building a pipeline of progressive leadership reflective of the changing demographics of North Carolina. The Executive Director will develop and help implement the vision for the organization, lead strategic and programmatic planning, create organizational budgets, manage three LEAD NC staff, and work closely with other progressive infrastructure staff in North Carolina, including the leadership of Blueprint NC (state c3 table) and America Votes (state c4 table). The Executive Director reports directly to the chairs of the 501c3 and 501c4 Boards of Directors.

Primary Responsibilities

- 1) Growing and Deepening Partner Relationships
 - Serve as the primary point of contact for a set of local, state and national partners and allies; build credibility and ensure that LEAD is seen as a trusted partner that follows through on commitments
 - Proactively identify and create new partner opportunities that support and further LEAD's mission and vision

- 2) Managing the programs and staff that identify and build the pipeline of progressive leaders in North Carolina who are aligned with LEAD's values and priorities
 - Collaborate with and manage the staff responsible for supporting values-aligned, local level candidates and local electeds, including but not limited to: city council members, Sheriffs, District Attorneys, county commissioners, etc. across North Carolina
 - Collaborate with and manage the staff responsible for legislative recruitment to provide assistance, guidance and knowledge to values-aligned potential candidates about running effective, winnable campaigns
 - Collaborate with and manage the training director to provide impactful trainings that build the skills of values-aligned potential leaders, move leaders to become winning candidates, and empower elected leaders to govern as progressives

- 3) Overseeing the Administration and Development of the Organization
 - Driving the development of the annual strategic plan and budget in consultation with the board and staff
 - Managing the financials, including ensuring compliance with all 501c3 and 501c4 laws.
 - Fundraising, including managing existing funder relationships and cultivating new individual donors to support the organization's goals
 - Developing and supporting a strong Board of Directors alongside the Board Chairs

Required Qualifications:

Approach

- Thoughtful, strategic leadership, combined with the energy to do the day-to-day work of program delivery
- Committed to progressive, inclusive leadership, including valuing and prioritizing work with diverse coalitions and communities
- Highly relational, holding a strong belief in the importance of relationship-building for success, both internally and externally
- Self-reflective, with a strong commitment to giving and receiving grounded feedback
- Tenacious and flexible, with a "getting to a yes" attitude and a propensity for working through roadblocks and achieving goals
- Deep and demonstrated commitment to racial, social, economic and gender justice

Experience and Skills

- 5-7 years of combined senior leadership experience in electoral, organizing and/or advocacy work
- Effective facilitation skills, including goal setting, agenda and meeting design, and experience leading impactful conversations (planned or unplanned) around systems of oppression, racism and equity
- Direct experience developing and directing programs, including planning, budgeting and financial management
- Excellent verbal, written, and interpersonal communications skills
- Willingness to work non-standard hours, including weekends, and travel extensively within North Carolina and outside of the state when required

Compensation and Benefits

This is a full time, salaried position based in Raleigh, NC. Exact salary is commensurate with experience and qualifications, but will be in the range of \$90,000 - \$100,000 annually. Benefits are competitive, with generous paid time off, and fully paid employee and partially paid dependent coverage for health, vision, and dental.

LEAD NC Institute/LEAD NC is an equal opportunity employer with a deep commitment to living the values of our mission in every aspect of our organization. We strongly encourage and seek applications from women; people of color; immigrant, bilingual, and bicultural individuals; and members of the lesbian, gay, bisexual, transgender, and gender non-conforming communities. LEAD NC Institute/LEAD NC complies with all applicable federal, state, and local laws governing nondiscrimination in employment.

Application Deadline

This position is open until filled. Applicants should submit a cover letter describing their interest in the position and making the case for the relevance of their experience to the key areas of focus. The cover letter and resume can be submitted to: info@leadnc.org subject: Executive Director. For more information about our work, please visit www.leadnc.org.