



## **Executive Director Position Announcement**

The Ohio Alliance to End Sexual Violence (OAESV) is searching for a passionate, motivated, and collaborative Executive Director to lead the overall administration and financial stability of OAESV and shall place special emphasis on program development and legislative interaction in accordance with the philosophy of the Board of Directors of OAESV.

This is a full-time position (40 hours/week), requiring and offering flexible hours. Some evenings and weekends are required. This position is based in OAESV's Cleveland office with the ability to communicate regularly with OAESV staff across the state; there is the need to travel extensively, including some overnight stays, throughout the state, as needed, and for occasional national travel, as scheduled.

## **About Ohio Alliance to End Sexual Violence (OAESV)**

### **Our Vision**

That the State of Ohio will be free of sexual violence.

### **Our Mission**

As Ohio's statewide coalition, OAESV advocates for comprehensive responses and rape crisis services for survivors and empowers communities to prevent sexual violence.

### **Our Objectives**

- End isolation of survivors and agencies working on their behalf
- Improve services and responses to survivors and all those impacted by sexual violence
- Increase public awareness about sexual violence
- Inform and shape public policy
- End sexual violence

## **Principal Duties & Responsibilities**

1. Provide leadership based on feminist and inclusive principles.
2. Provide and recommend to the Board of Directors an annual budget and budget modifications, as necessary.
3. Raise funds for OAESV and advocate for funds for member programs from community, state and national sources; write grant applications, monitor funding agencies and agency guidelines, etc.
4. Present quarterly at Board meetings regarding program planning and staff development, as well as annually on strategic planning progress.
5. Report to the Board at quarterly meetings on the operation of OAESV and programs.
6. Be available to the Board and committees as a resource and liaison.
7. Serve as a liaison with statewide and national agencies and organizations.
8. Promote public and media relations in Ohio on behalf of OAESV.

9. Advise the Board of staff appointments and terminations.
10. Supervise and evaluate staff.
11. Oversee fiscal affairs of OAESV.
12. Keep apprised of Ohio Legislative processes, guidelines and impending issues relevant to OAESV and member organizations.
13. Collaborate with local, state and national programs, including providing technical assistance to programs on emerging non-profit topics.
14. Be knowledgeable about sexual violence-related legal issues, as well as best practices.
15. Negotiate contracts for services, equipment and facilities.
16. Adhere to the philosophy, policies and procedures of OAESV.

### **Education/Experience**

A minimum of a Bachelor's degree in: women and gender studies, social work, human development and family studies, business administration, psychology, criminal justice, or related field, plus five (5) years' experience in a similar agency; or

A Master's degree in a relevant field, such as counseling, business/non-profit administration, social work, management, is strongly preferred, plus 2-3 years' experience in a similar agency; or

Any equivalent combination of education, experience, and training which provides the required knowledge, skills, and abilities.

### **Compensation Package**

This is a full-time, exempt position with a hiring salary range of \$60,000-\$70,000 annually. Benefits package includes paid vacation, holiday, and sick leave as well as health insurance.

### **Application Instructions**

Please submit a cover letter, resume, and three professional references to Sharlene Boltz, President of the Board of Directors at [sboltz@oaesv.org](mailto:sboltz@oaesv.org); no phone calls please. In your cover letter, please indicate why you are interested in OAESV.

**Applications will be accepted until position is filled, with priority consideration if received by 5pm EST on Friday, April 7, 2017.**

*Ohio Alliance to End Sexual Violence is an Equal Opportunity Employer.*