Executive Director - New England

About the Institute for Nonprofit Practice

The Institute for Nonprofit Practice (INP) pursues its mission to transform communities by equipping the most promising nonprofit leaders with the skills, confidence and resources they need to make their organizations effective, innovative and sustainable. Central to INP’s mission is a commitment to social justice and advancing women and people of color in leadership.

The Institute accomplishes its mission through a series of year-long certificate programs for executives, managers and high-potential emerging leaders. The result: in twelve academic years, 1,200 students representing 600 nonprofit organizations from across New England have become more effective leaders and managers. After a decade of success, INP is looking ahead to the next chapter and looking to broaden and deepen its impact in its flagship New England region.

About the Opportunity

The Executive Director, New England (ED, NE), is a full-time, exempt position reporting to the EVP & Chief Growth Officer and working closely with the President & CEO and a growing leadership team. The ED, NE will expand and deepen the impact of our programs in Greater Boston, Providence, the Cape & Islands and the Merrimack Valley / Essex County. The ED, NE will manage an Associate Director, a Program Coordinator and around 25 high profile faculty members serving in part-time roles across the region.

The New England region is INP’s flagship and home to over 1,200 alumni. The ED, NE role is perfect for an established leader with deep networks and the skill and gravitas to build on INP’s strong reputation in the community. The ED, NE will have the privilege of increasing the depth and breadth of our programs and alumni network and should have strong connections to our work and our commitment to diversity, equity and inclusion.

This role is based at the INP office in Needham, MA and will include travel to our program sites in Boston, Lowell, Providence, and Cape Cod.
Responsibilities Include:

Leadership and Management

- Manage and develop a diverse, high-performing regional team comprised of 2-3 full-time staff and a larger set of 25 high profile, nonprofit leaders serving as part-time faculty members.
- Ensure there is ongoing excellence across all regional office functions – program operations, evaluation, finance and administration, fundraising, and communications.
- Engage and energize students, faculty, funders and partners through inspiring communications and timely systems of support.
- Manage the regional New England Associate Director and support the execution of student recruitment, program operations and alumni engagement work. Specific roles will include:
  - playing a direct role in recruitment efforts, especially with the most influential organizations in the region;
  - approving admissions and enrollment decisions for incoming students, and participating in the interview and placement process as required;
  - ensuring program weekly operations and events meet the highest standards of excellence.

Fundraising and Communications

- Partner with Leadership and Development Teams to grow and diversify New England revenue to expand and deepen the program in current and new markets as required.
- Refine and localize recruitment communications as needed—from web presence to traditional PR—with the goal of creating a strong brand presence in the region.
- Build an exemplary reputation for INP among key leaders and funders and across a broad array of social sector influencers.

Strategic Planning and Expansion

- Oversee the New England Associate Director’s work building a robust network engagement strategy that provides alumni with dynamic platforms to share ideas, best practices, and talent to raise the bar on management practice across the field.
- Partner with the EVP & Chief Growth Officer and President & CEO on expansion opportunities as they present themselves across the New England region.
- Act as an external presence publishing and communicating local program results with an emphasis on regional and national replication.

Qualifications:

The ED, NE will be a “leader of leaders” with a strong local reputation in the nonprofit sector, ideally with strong experience in the talent development and racial and gender equity space.
Deeply committed to INP’s mission, candidates should have proven leadership, fundraising, and relationship management experience.

Specific requirements include:

- You have at least 10 years of nonprofit/business management and fundraising experience.
- You can point to specific examples of having taken an organization to the next stage of growth or excellence.
- You have an unwavering commitment to diversity, equity and inclusion and a strong dedication to INP’s mission and values of social justice, generosity, and integrity.
- You have a track record of fundraising success and an ability to effectively engage and enlist a wide range of stakeholders and supporters.
- You model excellence in performance management with the ability to coach and manage staff, develop diverse, high-performing teams, set and achieve strategic objectives, and engender deep belief in a shared vision.
- You have a flexible and adaptive work style with the ability to thrive in a growing, entrepreneurial, mission-driven environment.
- You possess strong, persuasive written and verbal communication skills.
- While you are extremely self-directed, you collaborate effectively with diverse groups of people from a wide range of personal and professional backgrounds.
- Strongly self-aware, you build honest and trusting relationships with all those around you.
- You have a valid driver’s license and regular access to a vehicle to travel to New England sites, fundraising meetings and program activities.

Salary Range:

Competitive salary and benefits package based on experience. We offer a strong benefits package with medical/dental insurance, 401(k) retirement match, paid vacation, professional development and more.

To Apply:

Please send resume and cover letter to info@nonprofitpractice.org.

Materials should be addressed to Muniquekell Pearce, Director of Finance and Operations. Please include “Application for Executive Director, New England” in the subject line.

INP is an Equal Opportunity Educational Institution/Equal Opportunity Employer. We encourage candidates of all backgrounds to apply for this position.