Mom2Mom Global, the only nonprofit organization dedicated to providing breastfeeding peer support, education, and advocacy to military families, seeks a qualified candidate for the position of Executive Director. The Executive Director is the key management leader of Mom2Mom Global, executing the organization's mission and vision through primary oversight of fundraising, advocacy, strategic planning, financial management, and community partnering. The Executive Director serves in a leadership role on the Board of Directors.

The annual operating budget for Mom2Mom Global is approximately $25,000. In keeping with our commitment to keep overhead costs as low as possible, this position is a contract position that pays a monthly stipend. **Mom2Mom Global is committed to diversity, equity, and inclusivity, and encourages candidates from a variety of socioeconomic and cultural backgrounds.**

### GENERAL RESPONSIBILITIES

1) **Board Governance**: Leads and collaborates with the Board in order to fulfill the organization's mission, ensuring the ongoing financial and programmatic health of the organization.

- Responsible for leading Mom2Mom Global in a manner that supports and guides the organization’s mission as defined by the Board of Directors.
- Responsible for communicating effectively with the Board and providing, in a timely and accurate manner, all information necessary for the Board to function properly and to make informed decisions.

2) **Financial Performance and Viability**: Develops resources sufficient to ensure the ongoing financial health of the organization.

- Responsible for maintaining the organization’s fiscal integrity and serving as a sound steward for the organization’s funds...
- Responsible for collaborating with the Board to formulate annual budget and overseeing the generation of monthly, quarterly, and annual financial statements, which accurately reflect the financial condition of the organization.
- Responsible for fiscal management that anticipates operating within the approved budget, ensures maximum resource utilization, complies with regulatory standards, and sustains the organization in a positive financial position.
- Responsible for fundraising oversight and development of additional resources necessary to support Mom2Mom Global’s mission.

3) **Strategic Planning & Mission Optimization**: Works with the Board and staff to ensure that the mission is fulfilled through programs, strategic planning, and community outreach.

- Responsible for implementation of Mom2Mom Global’s programs, including Breastfeeding in Combat Boots, that carry out the organization’s mission.
- Responsible for oversight and administration of the Military Lactation Counselor (MiLC) training program.
- Responsible for strategic planning to ensure that Mom2Mom Global can successfully sustain its ability to fulfill its Mission indefinitely.

4) **Organization Operations**: Oversees the development and implementation of procedures and processes that ensure the ethical and efficient operation of the organization.

- Responsible for effective administration of Mom2Mom Global operations.
● Responsible for the hiring and retention of competent, qualified staff.
● Responsible for signing all notes, agreements, and other instruments made and entered into and on behalf of the organization.

5) **Representation of Organization:** Represents the organization through public speaking engagements, conferences, and community education opportunities.

● Responsible for elevating Mom2Mom Global’s image within the lactation community, among target populations, and to the public by being active and visible in the lactation landscape and by partnering with professional, civic, and private organizations.

**QUALIFICATIONS, PREFERENCES & REQUIREMENTS**

● LEAARC-approved lactation credential (IBCLC, MiLC, CBS, CLE, CLC, etc).
● Bachelor’s degree, experience in executive management of a nonprofit organization, and current/prior military service member/Veteran/military spouse preferred.
● Demonstrated ability to apply an equity lens to all operations and programming.
● Demonstrated understanding and application of equity, diversity, and inclusivity principles that aligns with Mom2Mom Global’s values.
● Experience maximizing cloud technology and web-based platforms to achieve collaborative and aggressive goals.
● Experience overseeing and motivating a volunteer staff. Experience overseeing the administration, marketing, and execution of a training and certification program preferred.
● Public speaking experience
● Experience in grant writing and fundraising.
● Required to gain comprehensive knowledge of the 55-hour MiLC training program.

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