



Executive Director Position Profile

Position Summary

Fostering Hope (FH) is seeking a new Executive Director (ED) to lead our organization, in partnership with our professional team and Board of Directors. The ED will have an exciting opportunity to shape and lead our strategy as a fast-growing, in-demand nonprofit with significant influence in the foster care and adoption arena. The ED will report to the Board of Directors and will supervise a team of seven amazing professionals.

This individual will have ultimate accountability over our strategy, finances, donor and stakeholder relations, and operations, and he/she will also provide guidance and oversight to the delivery of our programs and services. The ED will have the full support of our founder and current President as she steps out of that role yet remains committed to a smooth transition of leadership, to supporting the success of the new ED, and to serving the organization going forward however she is needed.

Successful candidates must have a demonstrated passion for foster care and adoption, a track record of leading within nonprofit or similar organizations, and a personal, committed relationship with Jesus Christ.

Position Responsibilities

In our financially strong and growing organization, the new ED will be part vision-caster, part team leader, part strategic connector, and part operational manager. The individual will have a number of responsibilities, including:

In Relation to Leadership & Management:

- In partnership with the Board of Directors, develop and implement strategic plans and direction
- Provide day-to-day management and oversight of FH staff, including coaching and development, and regular performance evaluation (direct reports will likely include our Director of Programs, Operations Manager, and Communications Manager)
- Foster a culture among our team, board, and volunteers that adheres to our core values (which include building community that feeds the soul, being confident in your next step, learning strategies that heal and actually work, and having a soft place to land when things get hard)

- Actively engage and energize FH church partners, volunteers, board members, partnering organizations, and funders
- Work closely with and help strengthen and support the Board of Directors
- Stay abreast of foster care, adoptive, and trauma-informed care trends through relevant training, books, articles, and other sources

In Relation to Programs & Planning:

- Support and partner with the Director of Programs in growing and expanding our church partnerships, overseeing production of our annual conference, developing new earned revenue projects with area agencies and organizations, and exploring creative ways to expand FH's impact, programs, materials, etc. across the region and beyond
- Maintain current, and build new, strategic partnerships with our DFPS, community, church, judicial, and other partners
- Encourage and recruit foster and adoptive families in personal and professional circles
- Ensure programmatic performance and data tracking plans accurately track and report on our impact

In Relation to Fundraising & Communications:

- Ensure FH continues to have a robust fund development strategy and plans to grow revenues while adhering to best practices
- Expand fundraising activities and donor relationships to support existing programs and grow new programs
- Directly raise funds, according to budgeted goals, including from major donors, corporate sponsors, foundation grants, church support, online giving, etc.
- Oversee and ensure high quality in all communications, website, social media, etc. with the goal of creating an ever-stronger brand and consistent messaging
- Actively participate in social media for FH

In Relation to Finance and Administration:

- Oversee development of (and adherence to) an annual budget to be approved by the Board of Directors
- Oversee the financial administration of FH to ensure full integrity, transparency, and accountability
- Ensure timeliness and compliance of all IRS reporting, payroll, human resources, and related functions
- Ensure the excellence of all administrative processes, reporting requirements, and other administrative needs

Required Competencies and Experiences

We are looking for a proven leader who is at the same time confident *and* humble, visionary *and* practical, a good leader *and* a good manager, and who demonstrates the below competencies and experiences:

- A clear passion for our mission and those we serve (foster and adoptive families, churches, and child welfare agencies)
- At least 5-7 years of executive or senior management experience successfully leading teams and organizations
- Skilled relationship developer and builder, with an understanding of the strength of complex networks
- Experience participating in the development, casting, and implementation of a vision and strategy for an organization
- Working knowledge of the foster care and adoption arena
- Solid business acumen and a strong understanding of financial management and budgeting
- Demonstrated capability to raise funds for an organization
- Strong work ethic, able to work both independently and as part of a team
- Experience building consensus among diverse stakeholders and facilitating action towards a common goal
- Strong organizational skills, able to balance multiple competing priorities and schedules
- An effective communicator, interpersonally and in public speaking and written formats
- Willingness to sign and adhere to our Statement of Faith (available upon request or during the interview process)
- Bachelor's Degree (required) or Master's Degree (preferred)

Preferred Competencies and Experiences

Our ideal candidate will also possess most if not all of the below competencies:

- Previous experience in the nonprofit sector is strongly preferred (although non-traditional candidates from outside the nonprofit arena but who bring most of our other competencies will be considered)
- Strong personal and professional connections across the greater Austin area (with churches and others)
- Personal foster care or adoption experience

Compensation

- FH will offer an executive-level salary that is competitive with industry standards and commensurate with experience
- Benefits include 100% paid employee health and dental benefits and generous personal time off and holidays
- A performance bonus may also be part of the compensation package

Job Classification and Expectations

- This is a full-time, exempt, salaried position, subject to State of Texas employment laws
- Candidates should expect a combination of traditional workdays and weeks (e.g. roughly 40-hour weeks, approximately 9:00a-5:00p days) with occasional need to work evenings and weekends
- FH leases beautiful office and training space at Pond Springs Church in NW Austin, and the ED will be expected to be nearly full time working from a private office there
- Regular travel throughout the greater Austin area is expected for this position

About Fostering Hope

Fostering Hope is a 501c3 nonprofit organization working in the greater Austin area that is committed to building stronger foster and adoptive families through training, mentoring, and church ministry development. We equip families, churches and organizations to transform the lives of foster and adopted children. Our vision is that every child who needs one will find a healing family, and we work diligently to ensure that every family who is inclined to help, and every church that feels called to engage, finds the support, training, encouragement, and tools they need to be successful. We are experts in trauma-informed care for kids who come from hard places, and we play an integral role in the Central Texas foster/adopt ecosystem as a strategic connector and supporter of dozens of churches, child placing agencies, support organizations, advocates, and more. We are a seven-year old organization that is supported by a diverse mix of individual donors, foundations, churches, and companies. We are a faith-based organization, and we serve and support any individual or organization that wishes to engage in foster care or adoption.