

Position Announcement – August 2018
EXECUTIVE DIRECTOR
Homeward Bound
Asheville, NC



Homeward Bound seeks an experienced Executive Director (ED) with a demonstrated commitment to organizational excellence to lead the organization and build on its mission to end homelessness in Buncombe County.

The Organization

Homeward Bound is the leading nonprofit organization in Buncombe County focused on ending homelessness using the best practices Housing First model. Our case managers are trained in trauma informed practices and motivational interviewing techniques. We work collaboratively with community partners and have a proven track record of stabilizing families and individuals. Homeward Bound is a designated agency for Coordinated Entry.

Since 2006, Homeward Bound has moved more than 1,950 men, women, and children out of cars, camps, and shelters into permanent housing. We have an 89 percent retention rate.

Our values:

- We believe in the absolute value and worth of every single human being.
- We believe that housing is a basic human right, integral to self-worth and dignity.
- We believe that homelessness is a solvable problem.
- We believe that all services should be offered with respect and empathy and in the spirit of hope and recovery.
- We believe that we are successful as an organization when one individual takes one step forward on the road home.

Homeward Bound is 30 years old, governed by a committed 14-member Board of Directors, has 50+ experienced and dedicated staff, and an annual budget of just under \$5Million. More detailed information on Homeward Bound can be found at www.homewardboundwnc.org.

Current Programs and Services

PERMANENT SUPPORTIVE HOUSING

Permanent Supportive Housing provides long-term support and case management for clients who have disabling conditions. We offer financial assistance to move people out of homelessness and into apartments and trailers, and the right level of case management services to keep them in housing. It works. A full 89% of the over 1,400 people we've housed remain in permanent housing.

RAPID REHOUSING

Rapid Rehousing works to quickly move people who have recently become homeless right back into housing. We help people find a home, and we provide rent and utility deposits, short-term financial assistance, and case management to get people out of crisis, stabilized and self-sufficient.

DAY CENTER

Our AHOPE Day Center is the only one of its kind in Western North Carolina. AHOPE is the front door to accessing housing and other assistance. We offer basic services like showers, storage, mail, access to phones, and coffee. Other agencies come here to help people who are living without housing get access to services. Most importantly, the process to start moving toward permanent housing begins here.

ROOM IN THE INN

The Room in the Inn (RITI) program is our only shelter option, for 12 women who for a variety of reasons can't stay at a shelter. We partner with 60 faith communities who take turns hosting the women for a week, providing all of their meals, shelter, and evening activities.

PATH

PATH reaches out to people who are homeless and suffering from mental illness, creating trusting relationships that open the door to mental health care and permanent housing for the most vulnerable people in our community.

The Region

Western North Carolina is a culturally rich region that is both economically and geographically diverse. The position is based in Asheville, located in the heart of the Southern Appalachian Mountains, is home to a remarkably large nonprofit sector, and is characterized by political and cultural diversity.

The Position

Homeward Bound seeks an individual who is well prepared to provide the inspired external and internal leadership required of this role. The new ED must have proven, significant, and successful organizational leadership experience and the ability to oversee fundraising, programs and overall operations while working effectively with both the leadership team and the board to guide the organization. The ED must also possess the talent to listen and communicate effectively and to build relationships with multiple constituencies, including the Board, staff, donors, media, government officials, agency partners, and other community leaders.

Reporting Relationships

The Executive Director reports directly to the Board of Directors. The Executive Director will have the flexibility to design an organizational structure that maximizes our managerial talent and best positions the agency to achieve our mission.

Position Summary

Reporting to the Board of Directors, the Executive Director will provide leadership to the organization and manage day-to-day operations. The Executive Director is responsible for directing and formulating the plan for achieving the organization's mission and annual goals; fundraising from diverse sources; budgeting and fiscal management; operations and human resource management; marketing and communications; board management; and strategic planning.

Key Responsibilities

- Oversees the successful operations of all programs, services and functions of the agency.
- Leads long range planning and visioning, including assessment of community needs in partnership with the Board of Directors and staff.
- Serves as agency spokesperson. Oversees all marketing and public relations and advocacy efforts, acts as liaison with partner organizations, and nurtures and expands the organization's key external relationships.
- Leads organizational fundraising efforts in partnership with the Board and the Resource Development Director.

- Manages budget development, financial forecasting, and oversight in partnership with the Board of Directors and the Finance and Operations Director.
- Provides advice, counsel, and support to the Board of Directors while helping to recruit and engage new Board members.
- Recognizes that the staff of Homeward Bound face a hectic, high-stress work environment and works diligently to promote staff wellness and build a strong team culture.

Qualifications

- Commitment to Homeward Bound’s mission, vision, and values as well as the Housing First model.
- Professional and personal style consistent with the philosophy and team-oriented culture of Homeward Bound.
- A proven track record of leadership and management with at least five years of senior management experience in a 40+ person organization - including administration, staff supervision, strategic planning, evaluation, budgeting, and grant development.
- A record of successful fundraising with proven experience with government, foundations, and major gifts.
- Exceptional financial skills - including budgeting, fiscal management and analysis.
- Demonstrated cross-cultural competency and the ability to communicate effectively, orally and in writing, to diverse audiences and in a variety of contexts.
- Demonstrated ability to manage organizational operations effectively and efficiently.
- Human resources knowledge and experience— particularly supervision, coaching, and evaluation of staff.

The ideal candidate will also have:

- Familiarity with housing and homelessness
- Advanced degree in a relevant field or an equivalent combination of education and work experience.

Application Process

To apply, please send a letter of interest and resume in one pdf file using the following naming convention: “Your Last Name-Your First Name.pdf”, *via email only* to:

Homeward Bound Search Committee
EDsearch@homewardboundwnc.org

All applications must include a salary history or statement of salary expectations.

Please, no phone calls, faxes or snail mail.

Application deadline: September 30, 2018

Homeward Bound bases its human resource decisions on objective criteria without regard to any characteristic or condition protected by law. We are committed to a workplace that offers equal opportunity without discrimination based on race, color, national origin, citizenship, sex, pregnancy, sexual orientation, gender identity or expression, age, religion, disability, genetic information/medical

history, military/veteran status, or any characteristic or condition protected by law, but not specifically mentioned here.