

## Position Profile

### The Collective for Hope

Executive Director

Omaha, Nebraska

March 2023



[thecollectiveforhope.org](http://thecollectiveforhope.org)

## Organization Overview

The Collective for Hope combines the strength of its program brands and co-located services to lead response to loss, elevate the value of grief companionship, and promote healthy survivorship. Their vision is that no one has to grieve alone. The agency provides compassionate free grief support programs as well as professional education and training. They support their program participants of all ages and partners by providing peer support groups, day camps, overnight retreats, educational workshops, and technical assistance.

The agency believes everyone should have access to grief support and that the community is made more compassionate, stronger, and resilient as a result. To that end, the agency is steadfast in its commitment to improving and expanding its outreach and inclusion work. All services are designed to level the playing field, mitigate vulnerabilities, and foster positive outcomes for all who are grieving.

The Collective for Hope has three primary programs: Grief's Journey, Ted E. Bear Hollow, and HEALing Embrace. They began serving the Omaha community in 2001, and in 2019, the three brands were combined to form the Collective for Hope. They currently have three dedicated staff members who oversee programming and report to the ED. The organization has a strong reputation in the Omaha area for its quality programs.

TCFH has a strong culture and dedication to its mission. The staff, board, contractors, and volunteers often have a personal connection to the mission, which is evident in the high quality work they do. Even though the work is about grief, there is also a culture of keeping the journey through grief positive and hopeful. Staff appreciate that there is a good work/life balance with opportunities for autonomy and flexibility.

The organization has a stable financial position and a current budget of \$435,000. TCFH owns a 1.25 acre property with two commercial tenants. TCFH will establish a permanent home on this property by constructing a 7,500 square-foot building to serve as a community resource and regional hub for grief and survivorship-related programs and professional education. The capital campaign is underway and has already received support, including a Shovel-Ready Capital Recovery and Investment Act grant. Building plans are fully developed and a project management company has been hired.



## Position Overview

The new Executive Director of the Collective for Hope will be a dynamic leader, prepared to raise funds and support staff in all aspects of their work. This includes collaborating with three highly-experienced staff members, Director of Operations, Director of Programs, and Development and Marketing Manager. In addition, the ED will work with a part-time administrative assistant, five contracted coordinators, a contracted grant writer, and a contracted events team. The ED will be the primary representative of the organization in the community, while also overseeing the fiscal, HR, and administrative systems that support the mission.

The ED is responsible for working with the Board of Directors on the long-term strategic direction of the organization, including growing both the staff and programs.

## Priorities for the New Executive Director in the First Year

TCFH is currently conducting a capital campaign to raise funds for the new building. The new ED will work closely with the board to ensure the campaign and associated new construction is completed in a timely manner. This will involve building relationships with existing and new funding sources. In addition, the new leader will need to

demonstrate to the community that the organization is strong, stable, and ready to take on this project. Equally important is for the new ED to support the staff, maintain a strong culture, and develop relationships with all partners.

## **Desired Attributes of the New Executive Director**

The Collective for Hope is looking for a new ED with the following attributes:

- Dynamic leadership with eight years of progressively responsible experience in the nonprofit sector
- Highly collaborative with staff to develop and empower them for their best work and with outside partners
- Visionary who is able to develop and share a vision for the organization
- Strong interpersonal and conflict resolution skills including high emotional intelligence and empathy
- Proven ability to develop and implement fundraising strategies and donor relations resulting in major gifts
- An appreciation of the value of providing grief support to families and individuals
- Complex project and organizational management experience including planning, delegating, and process development
- Exceptional communication skills including public speaking and presenting
- Readiness to engage in the hands-on work of the organization
- Strong financial management skills, including budgeting, analysis, decision making, and reporting
- Deep commitment to diversity, equity, inclusion, and accessibility
- Proficient in standard computer applications and database management
- Able to pass a criminal background check



## **Compensation/Benefits**

The salary range for the position is \$80,000 to \$95,000 depending on experience. Additional compensation is possible through incentives and future organizational growth.

The successful candidate will be expected to work 35-40 hours per week, including some routine in-office hours. The position offers flexible scheduling and the opportunity to work remotely some of the time.

This is an at-will exempt full-time position. The benefits package includes 15 days paid time off and 14 paid holidays. In addition, employees receive a retirement plan match, life insurance, short term disability insurance, and a generous health insurance stipend.

The Collective For Hope is an Equal Opportunity Employer (EOE).

### **Application Process:**

The executive search is being conducted by the Collective for Hope Board of Directors with support from Ingrid Kirst Consulting. All complete submissions (resume and cover letter) will be acknowledged and are confidential.

Applications will be accepted until the position is filled but should be sent by April 10, 2023 to ensure full consideration. To apply, please submit a cover letter with resume to Ingrid Kirst, Search Consultant, at [collective@ingridkirst.com](mailto:collective@ingridkirst.com)

Please send questions about the position to Ingrid Kirst at [collective@ingridkirst.com](mailto:collective@ingridkirst.com).

Successful candidates will complete a screening interview and two rounds of interviews with the committee as well as reference checks.

The target start date is as soon as possible after the completion of the hiring process (early summer 2023).