

Executive Director—Mission Scholars

Organizational Overview

Mission Scholars was founded in 2019 with the dedicated mission of bridging the gap in college accessibility for the Santa Barbara community. We help exceptional, low-income students become catalysts for change by providing them with the tools they need to succeed in college and beyond. In just seven years, we have evolved from an initial cohort of five students to serving more than 200 students annually. Thanks to our dedicated staff and over 100 volunteers, we support students from their sophomore year of high school through college graduation. Our scholars receive continuous, wraparound support—including college admissions counseling, financial aid guidance, mentorship, and career development training.

POSITION OVERVIEW

Mission Scholars seeks a dynamic and strategic Executive Director to lead our community-serving nonprofit organization. Reporting directly to the Board of Directors, the Executive Director will provide vision, leadership, and operational excellence as we support 200–300 families annually. This role oversees a dedicated team of seven staff members and manages an annual operating budget of approximately \$1-2 million.

PRIMARY RESPONSIBILITIES

Strategic Leadership

- Partner with the Board of Directors to define and execute organizational strategy.
- Lead the implementation of the strategic plan.
- Evaluate outcomes to ensure mission alignment and organizational effectiveness.

Organizational Management

- Supervise, mentor, and develop a high-performing team of staff members.
- Foster a collaborative, inclusive, and mission-driven organizational culture.
- Ensure effective delivery of programs that meet the needs of families served.

Fundraising & Development

- Manage donor cultivation, engagement, and stewardship initiatives.
- Oversee grant strategy, application processes, and reporting requirements.
- Support and participate in fundraising events and campaigns.
- Oversee external communications--publications, annual report, newsletter, media outreach

Financial Oversight

- Manage organizational budget with fiscal responsibility and transparency.
- Ensure long-term financial sustainability through sound financial planning and management.
- Collaborate with finance staff and external accountants to maintain financial integrity.

Community Engagement

- Serve as the primary external representative and spokesperson for Mission Scholars.
- Build and maintain strong partnerships with community organizations, school districts and civic leaders.
- Actively engage with stakeholders and families to ensure responsive programming.

Board Relations

- Collaborate with board leadership on strategic decisions and organizational direction.
- Support the Board of Directors in fulfilling its governance responsibilities.
- Prepare comprehensive reports and meeting materials for board meetings.

QUALIFICATIONS

- Prior senior leadership experience, exceptional leadership skills with a proven ability to build strong organizations, inspire teams, and cultivate a loyal and engaged staff.
 - Demonstrated financial management experience
 - Excellent organizational skills, ability to multitask, prioritize, and meet strict deadlines.
 - A deep, authentic commitment to student success and core mission of Mission Scholars.
 - Master's degree (preferred).
 - Bilingual proficiency in Spanish and English (considered a strong bonus).
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Salary Range \$195,000 – 200,000

To apply, please send a cover letter and resume to:
MissionScholars2026@gmail.com