

Executive Director

Location: Sioux Falls, SD [on-site]

Reports to: Board of Directors

Salary: \$65,000-\$75,000

Status: Full-Time

Job Summary:

The Executive Director (ED) is the chief executive of The Foster Network and is responsible for the overall strategic, operational, and financial management of the organization. The ED provides leadership to all aspects of the organization's work, including fundraising, community outreach, staff management and overseeing program development. The Executive Director works closely with the Board of Directors, Program Director, and other key staff to ensure that the organization is achieving its mission and growing sustainably.

Key Responsibilities:

- **Strategic Leadership:** Lead the development of the organization's vision and strategic goals. Work with the Board and senior leadership to set long-term goals and ensure the organization's alignment with its mission.
- **Fundraising and Resource Development:** Oversee and implement fundraising strategies, including grant writing, individual donor cultivation, and corporate partnerships. Develop new funding sources to ensure financial stability.
- **Financial Oversight:** Manage the financial health of the organization, including budgeting, forecasting, financial reporting, and compliance with all regulatory requirements.
- **Board Relations:** Serve as the primary liaison between the Board of Directors and the staff, ensuring effective governance and organizational accountability. Provide regular reports and recommendations to the Board.
- **External Relations and Advocacy:** Represent the organization to stakeholders, including community partners, government agencies, and the media. Advocate for the organization's mission and secure strategic partnerships.
- **Staff and Organizational Leadership:** Manage senior leadership staff, including the Program Director and other key personnel. Foster a positive and inclusive organizational culture, ensuring professional development opportunities for staff and promoting a work environment of collaboration and respect.

Qualifications:

- Proven leadership experience including program management and financial oversight.
- Exceptional communication, fundraising, and relationship-building skills.
- Strong financial acumen and experience managing organizational budgets.
- Demonstrated success in leading and motivating teams toward achieving organizational goals.
- Experience working with or reporting to Board of Directors.
- Degree in nonprofit management, business, or related field preferred.
- Passion for the mission of The Foster Network and the community it serves.

Please submit a resume, cover letter, and at least three professional references to lisa.edgette@thefosternet.org. In your cover letter, please indicate how your experience aligns with the requirements. The Foster Network is an equal-opportunity employer and welcomes applicants from all backgrounds.

