



JOB ANNOUNCEMENT

Executive Director

EHC is seeking a new **Executive Director** (ED) to bring dynamic, visionary and unifying leadership to guide EHC's work to the next level of impact. EHC has been led by its founding ED for over forty years so this represents a significant transition. The Board of Directors, founding ED and staff are excited about the opportunity to initiate a new level of strategic leadership to build on powerful momentum and lead the next phase of EHC's evolution. The new ED will be supported by the current ED via a significant period of overlap for thorough orientation and training.

The new **Executive Director** will be building on a powerful record of accomplishment and organizational foundation, including:

- Strong alignment with EHC's Board of Directors and staff on core values, purpose, and vision
- Engaged and deeply committed Board of Directors; highly skilled and committed staff; strong internal systems;
- Collaborative and mutually supportive organizational culture built on racial and social justice principles;
- Current strategic and campaigns plans that provide direction with flexibility to adapt to emerging circumstances;
- Founding Executive Director committed to support full integration of the new Executive Director
- Strong and deep respect and trust within the state and national environmental justice movement for EHC's leadership and dedication to the movement
- A strong network of relationships among elected officials, regulatory agencies, and allied organizations
- Committed base of funding support; strong financial health and groundwork laid to expand and diversify funding
- Technology and systems in place to allow for hybrid remote and in-person work to ensure safety and effectiveness for all staff.

Overarching Responsibilities:

The Executive Director holds the overall strategic and operational responsibility for Environmental Health Coalition's execution of its environmental justice mission. The ED develops and implements strategies aiming to promote the organization's mission and "voice" in collaboration with the Board of Directors, staff team and community members. The ED works to build positive, energetic and sustainable organizational culture and an effective team of staff and community leaders. The ED drives EHC's policy agenda at the national, state, regional and local levels working with allied organizations, elected officials, and governmental entities. The ED is EHC's primary spokesperson with decision-makers and media.

Overarching Characteristics/Requirements:



Candidates for the Executive Director position must bring strong skills in critical and strategic thinking, effective management, leadership, policy advocacy, community organizing, communications, fund development and donor relations, vision and political expertise; an environmental and social justice movement orientation and a deep commitment to racial justice.

Primary Responsibilities

Board of Directors

- Serve as primary liaison to EHC Board working to support board development and involvement
- Ensure effective information flow to the board
- Facilitate recruitment and training of new board members

Policy Advocacy

- Provide critical, cutting edge analysis of policy change opportunities and challenges impacting the lives of residents in environmental justice communities
- Advocate with decision makers for policy development, reform and implementation to improve environmental health
- Frame issues of environmental justice with an intersectional lens to integrate organizing, social justice and leadership development in all campaigns

Strategic Planning

- Facilitate annual and multi-year strategic planning processes for the organization and campaigns to include Board, staff and volunteers
- Integrate financial, staff resource, community and program priorities into strategic planning process
- Facilitate development of annual strategic plan updates and new strategic plans, as needed
- Ensure values-alignment across all EHC campaigns

Leadership & Administration

- Support, coach, manage and develop the Senior Leadership Team
- Oversee development of annual campaign and organizational budgets
- Ensure financial stability and compliance

Communications

- Support and supervise Communications Director and co-develop communications plan
- Ensure effective organizational and campaign messaging that reflects EHC culture, values, focus and priorities, and moves audiences to action

Fund Development – Foundations & Government

- Work with Development Director and Team to develop proposal concepts, strategies and proposals
- Provide liaison and relationship building with current and potential funders
- Represent organization at funder events & conferences

Major Donor Development



- Identification and solicitation of major donors with Development Team and Board
- Participate in implementation of strategy integrated with membership development efforts
- Serve on Board Fund Development Committee

Organizational Representation & Networking

- Represent EHC before decision-making bodies, with the media and with coalitions of allied organizations
- Develop & maintain relationships with key regional, state and national groups to build power for environmental, social, and racial justice
- Represent EHC at appropriate national/regional conferences

Required Qualifications

EHC is seeking a dynamic, visionary leader with deep commitment to environmental justice and exceptional people-skills to lead our organization. The successful candidate must have:

- Passion for EHC's vision and mission
- Strong experience and knowledge of California
- Minimum 7 years of experience in a strategic leadership role in relevant sector (eg: nonprofit organization, coalition, or public agency)
- Bachelor's Degree in related field
- Deep and demonstrated commitment and track record in social justice work and a robust network of relationships in the social justice movement
- Understanding of political systems and demonstrable track record of advocacy in local, regional and state arenas
- Experience and proven ability to work with, value, respect and empower low income community residents as leaders and strategy developers
- Proven fundraising track record and fund development acumen including comfort and enthusiasm in role as chief fundraiser
- Civic engagement, voter empowerment and community organizing experience
- Engaging relationship-builder; Ability to listen and work effectively with diverse groups, from community residents to elected officials and donors/foundations
- A critical thinker with a cutting edge, big-picture analysis of the policy and political issues in which EHC plays a regional and statewide leadership role.
- Ability to engage with media and demonstrated understanding of how to frame issues for diverse audiences
- Experience developing strategy collaboratively with community residents, allied organizations, staff and board members.
- Demonstrable management track record of staff supervision, financial management, human resources, program development and evaluation
- Highly emotionally intelligent, collaborative, team-building leadership and management style
- Commitment to fostering an organizational culture where learning, creativity, humor and staff wellbeing are valued
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills
- Action-oriented, and innovative approach to program and campaign planning and implementation
- Ability to work effectively in collaboration with diverse groups of people



- Passion, idealism, integrity, positive attitude, mission-driven, and self-directed

Preferred Qualifications

- Knowledge of relevant foundations and individual donor fundraising desirable
- Strategic planning and program development competency;
- Minimum 10 years of experience in a strategic leadership role in relevant sector (eg: nonprofit organization, coalition, or public agency)
- Master's Degree in related field
- Strong experience and knowledge of the San Diego/Tijuana region
- Deep and demonstrated commitment and track record in environmental justice work and a robust network of relationships in the environmental justice movement
- Bilingual English/Spanish

SALARY RANGE: STARTING RANGE OF \$120,000 TO \$130,000 DEPENDING UPON EXPERIENCE.

BENEFITS: EHC offers a competitive benefits package inclusive of:

- ❖ Excellent Orientation Program
- ❖ Generous Wellness, Vacation and holiday leave
- ❖ Health, Dental, Vision and Chiropractic Insurance
- ❖ Long Term Care Insurance
- ❖ 401(k) Retirement Plan
- ❖ Professional Development Opportunities

TARGET START DATE: Position open until filled.

APPLICATIONS: Submit cover letter and resume to Environmental Health Coalition at frontdesk@environmentalhealth.org. The subject line should read **Executive Director 2022**, followed by your name. No phone calls, please.

MISSION: *Environmental Health Coalition is dedicated to achieving **environmental and social justice**. We believe that justice is accomplished by empowered communities acting together to make social change. We organize and advocate to protect public health and the environment threatened by toxic pollution. EHC supports broad efforts that create a just society and fosters a healthy and sustainable quality of life.*

EHC IS AN EQUAL OPPORTUNITY EMPLOYER

We believe in the value of a diverse workforce and we do not discriminate against anyone. If you require reasonable accommodation during the application process or in employment, please indicate such needs in your cover letter.