

**Recruitment Profile
for**

Executive Director



Equality North Carolina

September 2017

LEADERSHIP TRANSITION | EXECUTIVE SEARCH | BOARD ADVISORY

POSITION DESCRIPTION

Title:	Executive Director
Organization:	Equality North Carolina (Equality NC)
Reports to:	Board of Directors
Location:	Raleigh, NC

ORGANIZATION OVERVIEW:

Headquartered in Raleigh, North Carolina, Equality NC is a statewide group dedicated to securing equal rights and justice for LGBTQ North Carolinians. In frequent collaboration with other progressive organizations operating intersectionally, Equality NC works toward that goal by advocating on behalf of LGBTQ North Carolinians before the North Carolina General Assembly, the state’s executive branch, and local governments, broadcasting LGBTQ news, stories, and content, and mobilizing LGBTQ and allied communities on issues that matter most to them. These include securing LGBTQ inclusive public accommodations and non-discrimination laws, privacy rights, rights consistent with federal marriage equality law, domestic partnership rights, parental and family rights, inclusive anti-bullying and comprehensive sexuality education policies, protecting against hate violence, and advancing transgender policy and HIV/AIDS policy. Equality NC also works to engage North Carolinians with educational programming and outreach efforts.

In one form or another, today’s Equality NC has been fighting on behalf of LGBTQ North Carolinians since 1979 when ENC Foundation was originally founded as the North Carolina Human Rights Fund. The group’s early focus was providing legal support for victims of anti-LGBTQ discrimination and organizing against the statewide “Crimes Against Nature” law. Equality NC entered electoral politics in the early 90s with the formation of NC Pride PAC, which endorsed its first slate of pro-LGBT candidates in 1992. The two groups came together as a single entity under the Equality North Carolina brand in 1998, and in 2002 formed a new 501(c)(4) entity allowing it to conduct direct lobbying and advocacy work.

Today’s Equality North Carolina is comprised of two connected nonprofit corporations:

- **Equality NC Foundation**, a 501(c)(3) non-profit organization that provides educational; programming on LGBT issues and conducts campaigns to build public support for equal rights; and
- **Equality NC**, a 501(c)(4) organization that conducts lobbying and advocacy efforts and works to elect fair-minded candidates. This organization also vets candidates for public office, makes endorsements and campaign contributions, and produces a Voter Guide. Equality NC Action Fund makes independent expenditures on campaigns and issues of concern.

ENC’s work has been well-known regionally, but its national profile has risen considerably in recent years. In particular, the state’s passage in 2016 of HB2, the so-called “bathroom bill” – among other things, barring transgender people from using public restrooms corresponding to the gender with which they identify, absent a birth certificate change – which became a flash point for LGBTQ activists and allies from around the world. Along with national and local partners, Equality NC led the fight against the law and to organize support of a resulting boycott of the state.

Despite some important victories, Equality NC faces a staunchly conservative, gerrymandered, anti-urban majority in the state General Assembly that remains actively opposed to social and civil rights legislation that would affirm legal and lived equality for LGBTQ people. The difficult but important work of Equality NC will require strategy, energy, and perseverance for many years to come.

To learn more about ENC's history and accomplishments, please visit www.equalitync.org/who/mission/

LOCATION:

Raleigh, NC

THE POSITION:

Reporting to the Board of Directors, the Executive Director of Equality North Carolina will provide executive leadership and oversight of the organization. She/He/They will be responsible for operationalizing and implementing a strategic vision for Equality NC, and for leading staff, volunteers, partners, and allies in advancing the mission of “securing equal rights and justice for lesbian, gay, bisexual, transgender, and queer (LGBTQ) North Carolinians.”

Among the most important priorities for the new Executive Director will be leading efforts to ensure the long-term strategic and financial viability of Equality NC while maintaining its solid financial position, expanding and strengthening Equality NC’s relationships with its constituents, volunteers, allies, and other supporters, including its relationships and work with other social justice organizations, and bringing personal leadership to building an Equality NC that is inclusive and fully representative of the diversity of the whole of North Carolina’s LGBTQ community.

In addition to collaborating with allies, legislators, volunteers, and allied movement partners to champion full legal and lived equality for LGBTQ throughout North Carolina’s 100 counties, she/he/they will be responsible for day-to-day management and oversight of Equality NC, including Organizational Leadership, Fundraising and Donor Relations, Financial Management, Board Relations, Community and Public Relations, and Team/Staff Management.

PRIMARY RESPONSIBILITIES:

Strategic Leadership

- With the Board and Strategic Planning Committee, help to finalize and implement a comprehensive strategic plan for Equality NC;
- Solidify and communicate a clear, concise set of priorities and a roadmap to achieve them;
- Translate the vision of the organization into achievable and measurable benchmarks through the completion of a strategic plan;
- Provide visionary leadership to the organization;
- Engage, motivate, and grow the supporter base.

Legislative Advocacy Leadership

- Be an effective, trusted public advocate and spokesperson before public bodies;
- Continue efforts to impact policy and legislation, including by developing functioning relationships with policy makers;
- Expand active C4 political work;
- Oversee advocacy efforts at the state level and ensure Equality NC’s continued visibility in the General Assembly;
- Advocate for trans rights and LGBTQ issues and inclusion;
- Lead and expand programmatic and campaign efforts, with particular focus on field development efforts and expanding support for all areas of the State.

External Relations

- Build strong working relationships with local, state, regional, and national leaders, and enlist support for accomplishing goals and tasks;
- Act as a public advocate and media-ready spokesperson for the organization and its mission in the state and within the LGBTQ and allied social justice movement(s);
- Build and improve external communication, public speaking opportunities, messaging, and the visibility of the organization;
- Strengthen partnerships and build alliances amongst diverse partners such as businesses, local and national LGBT and social justice organizations, allies, legislators, and the faith community.

Fundraising

- Work with the Development Director to grow the financial resources and strengthen Equality NC's financial position through: individual, corporate, and foundation giving, as well as special events, appropriate grants, and relevant partnerships;
- Maintain positive, personal relationships with key individual and institutional funders;
- Help expand the organization's base of financial support;
- Develop the annual budget and monitor expenditures and financial outlook.

Staff/Administrative Management

- Manage, develop, and evaluate all staff, supervising the work of senior staff;
- Develop/implement performance metrics with clear accountabilities and measures for success;
- Recruit additional staff as appropriate/necessary;
- Encourage teamwork, coordination and focus in the staff team.

Financial Management

- Develop the annual budget and monitor expenditures and financial outlook;
- Oversee financial and administrative functions to ensure immediate and long-term fiscal integrity of the Foundation;
- Maintain an innovative approach to management, exploring and implementing initiatives that facilitate financial success;
- Protect the organization's interests by ensuring legal and regulatory compliance.

Board Relations

- Support the operations and administration of the Board, including meeting logistics, meeting preparation and proceedings, documentation of Board-approved organizational policies, etc.
- Support Board development efforts by identifying and recommending emerging leaders for Board service, and by leading or participating in Board training as appropriate/necessary
- Attend all Board meetings and participate in ongoing executive and other committee calls as required.

While no single candidate is likely to have equal expertise in all of the above categories, successful candidates will have a compelling combination of strengths in many of them and the self-awareness and wisdom to leverage other resources in the area(s) where she/he/they lack personal mastery.

CANDIDATE PROFILE/REQUIREMENTS:

The Executive Director of Equality North Carolina should be a proven leader who combines stature and experience with a heart for the mission of Equality NC. Ideal candidates will have lived and/or learned experience of intersectional LGBTQ social justice issues, including racial, gender, and economic inequality and a track record of having worked successfully and effectively with broadly diverse groups on these

issues. She/He/They must demonstrate an exceptionally high level of cultural fluency and the ability to advocate for and with a broad cross-section of constituencies.

Successful candidates will have a solid understanding of North Carolina's cultural, social, political, and policy landscape and be committed to justice and equality for all LGBTQ North Carolinians. In addition, she/he/they should be an accomplished manager who enjoys developing organizations and has the ability to foster an environment of teamwork and collaboration. Equality NC is seeking individuals who are creative, results-driven, and positive leaders with the ability to work successfully with Board, Staff, volunteers and other partners/stakeholders.

The successful candidate will demonstrate an inclusive and transparent leadership style and a vision for success. All applicants should have flexibility to accommodate early and evening weekday hours and occasional weekend hours, as well as travel within/outside of North Carolina.

Additionally, candidates should have:

- Minimum of 10 years of professional experience including at least three years in a senior leadership position;
- Experience in policy/advocacy, lobbying, electoral politics, capacity building, or community organizing;
- Deep understanding of LGBTQ issues and a commitment to North Carolina;
- Skills and experience in creating and implementing strategic plans;
- Proven success in a general management, development, policy/advocacy, or programmatic role in related field;
- Successful track record of nonprofit fundraising including growing/establishing diverse funding streams through individual, foundation, and government agencies;
- Exceptional written and oral communication skills including media relations, marketing, and messaging; comfortable and credible on camera and in print interviews;
- Strong interpersonal skills with an ability to build and work in coalitions and to maintain and grow key relationships;
- Organizational abilities including planning, delegating, program development, and task facilitation, as well as budget/grant/contract management skills;
- Demonstrable background of growing, building, and expanding teams and organizations;
- Familiarity with local, state, regional, and national LGBTQ entities and leaders;
- Experience working effectively and collaboratively with a Board of Directors or similar volunteer leadership group strongly desired.

Additional Personal Characteristics:

- Cultural competence across diverse sexual orientations, races, socio-economics, ethnicities, languages, and gender identities;
- Engaged, active listener;
- Persuasive, can lead by influence;
- Sense of humor;
- High level of energy, grit, and determination;
- Capacity to navigate political dynamics and a changing landscape;
- Charismatic and outgoing;
- Ability to stay organized, productive, and on top of details;
- Trustworthy, honest and ethical;
- High emotional intelligence;
- Flexible and adaptable.

EDUCATION:

Bachelor's degree required.

CONTACT:

Kevin Chase Executive Search Group has been retained to lead this recruitment effort on behalf of the Equality North Carolina. Women, trans* individuals, people of color, and/or members of other underrepresented groups/constituencies are encouraged to apply.

We are pleased to answer any questions or supply further information. Inquiries, nominations, or applications (including a cover letter and resume) should be directed electronically and in confidence, to:

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All inquiries or referrals will be held in strict confidence.

Please note that all education, dates of employment, compensation and other information provided will be verified prior to an offer of employment.