

CEO, Charlotte Center for Legal Advocacy Position Description

THE ORGANIZATION

Since 1967, Charlotte Center for Legal Advocacy has provided comprehensive civil legal services for the Charlotte region's low-income residents. The Center advances its mission to pursue justice for a diverse community of those in need through a variety of advocacy strategies, including individual advice and representation, community education and outreach, representation of groups, self-help remedies, collaboration with other agencies, community economic development, legislative and administrative advocacy, and impact litigation. The Center is able to accomplish this mission because it does not receive any funding from the federal Legal Services Corporation, allowing it to provide extensive services that LSC funded organizations cannot provide, including class action litigation, legislative and administrative advocacy, and assisting immigrants without regard to immigration status.

THE OPPORTUNITY

The Center's Executive Director of 33 years will retire in early 2022. The Board of Directors seeks a dynamic, experienced, mission-driven leader to build upon a very strong foundation to lead the nonprofit through the next phase of its critical work. Starting in the first quarter of 2022, CCLA will operate out of a newly renovated building it recently purchased following a successful capital campaign and which will support the continued growth of the Center.

The CEO is responsible for the overall leadership, strategy, and operation of Charlotte Center for Legal Advocacy. This work includes managing a \$5 million budget and 60-person staff, including six direct reports; leading fund development and organizational sustainability planning and implementation; developing and sustaining relationships with partners throughout the region; and maintaining a strong relationship with the Board of Directors and Board committees.

The position provides excellent benefits and a competitive salary.

ESSENTIAL RESPONSIBILITIES

Fund Development and Sustainability

- In collaboration with the CFO and Development Director, lead efforts for the organization's financial optimization and sustainability.
- Lead business development strategy, looking for strategic opportunities to meet community need while diversifying the organization's funding stream.
- Guide the development of a broad, comprehensive fundraising strategy that includes an ongoing increase in individual donors and unrestricted funding.
- Generate new sources of revenue while managing an operating budget that includes more than 50 restricted grants.

Leadership and Management

- Work with the Board of Directors on strategic planning to determine the organization's strategic vision and direction, leveraging community and client relationships to inform this strategic direction.
- Align organizational resources with strategic priorities, ensuring programmatic and financial sustainability.

- Serve as the primary link to the Board of Directors, providing members with advice and information related to the operations of the organization, as well as assistance in their development of policies for the organization.
- In collaboration with the Program Directors and advocacy staff, lead efforts for the organization's advocacy objectives.
- Evaluate existing organizational structure, systems, and processes, and work collaboratively to develop and implement new approaches that meet the needs of the growing organization as well as the clients served by the Center.
- Provide leadership and guidance to Staff and Board as the Center integrates its commitment to diversity, equity and inclusion in all aspects of the organization.

External Relations and Thought Leadership

- Develop and encourage a culture of strategic and generative thought leadership within the organization.
- Develop and build relationships with policymakers in Charlotte, Raleigh and D.C.
- Lead efforts to develop community solutions based on what the Center hears from clients and partners.
- Develop, strengthen, and maintain strategic alliances and relationships with key stakeholders and partners in non-profits, healthcare, the legal community and community-based organizations.
- Serve as the public face of the nonprofit, educating the public and policymakers on the Center's work and on the issue of justice broadly.

ESSENTIAL REQUIREMENTS

- Minimum of 10 years of relevant and progressively rising levels of nonprofit executive leadership experience, working closely with a Board of Directors to set and implement strategic priorities.
- Juris Doctor degree from an ABA Accredited U.S. Law School.
- Track record of building organizational sustainability through strategies that include diversifying funding streams and leveraging community partnerships.
- Demonstrated experience as spokesperson, communicating with wide range of audiences including community leaders, the media, donors, and the public at large.
- Ability to motivate, empower, and grow a team of talented professionals including recruiting, hiring, and retaining team members.
- Passionate about the mission of Charlotte Center for Legal Advocacy and the people served by the Center.

We are committed to cultivating a workplace in which diverse perspectives and experiences are welcomed and respected. We are proud to be an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, creed, ancestry, national origin, sex, age, disability, marital or veteran status, sexual orientation, gender identity or expression, political ideology, or membership in any other legally protected class. We strongly encourage individuals with diverse backgrounds to apply.

TO APPLY

Elinvar has been retained to conduct this search. Please send a cover letter and resume to gerri@elinvar.com for confidential consideration. Applications will be considered as they are received and accepted until the position is filled. You are encouraged to apply promptly and no later than January 31, 2022.

THE LOCATION

Charlotte, North Carolina, located in the south-central part of the state, is known locally as the Queen City. Charlotte is the 17th largest city in the U.S., with approximately 900,000 residents and is one of the fastest growing regions in the country. It has a wealth of jobs in a healthy and growing economy, with thriving health care, finance and professional service sectors and a tech talent pool growing at twice the national average. Charlotte is known for its educated, talented, and innovative workforce, its lower cost of living, and neighborhoods fit for any lifestyle, including vibrant urban centers, lakeside living, suburban cul-de-sacs and quaint towns and rural areas. With more than 220 days of sunshine a year, mild winters, and four seasons, the weather is a real plus.

Charlotte is home to professional sports teams, a vibrant arts community, and an ever-changing culinary scene, including farm to fork restaurants, local breweries, and interesting food trucks. It is conveniently situated between the mountains of North Carolina and the beaches of North and South Carolina and has a major international airport with a wide range of nonstop destinations.