



**COLLEGE  
POSSIBLE™**

# EXECUTIVE DIRECTOR



**EMPLOYMENT**  
Full-Time Exempt



**START**  
Negotiable



**LOCATION**  
Seattle, Washington



**REPORTS TO**  
Vice President of Site  
Leadership



**Apply Now**

# ABOUT THE ORGANIZATION

College Possible is among the largest nonprofit college access and success organizations in the U.S. College Possible provides a results-driven program that helps low income students from diverse backgrounds get into college, and persist through graduation. The College Possible model has earned national recognition: the inaugural Evergreen National Education Award recognized the organization's leadership in increasing access to and success in college for students from low-income backgrounds. It also earns top-of-field results: a Harvard study found that the program more than doubles a student's chance of enrolling in a four-year college, and College Possible students are four times more likely to become college graduates than their low-income peers. College Possible has a budget of \$28 million, more than 140 full-time employees and more than 270 AmeriCorps and VISTA service members. During the 2020-21 school year, College Possible will reach an estimated 20,000 students in 49 states, at more than 90 partner high schools and at nearly 600 colleges.

The College Possible Washington site was formed through a 2019 merger between College Access Now (CAN) and College Possible. CAN had operated a model based on the College Possible program since 2005, and wanted to serve more students effectively and efficiently by leveraging a national infrastructure. Today the Washington site serves more than 600 high school students in Seattle and South King County, and 700 college students nationally.

Headquartered in Saint Paul, Minnesota, College Possible also operates in Philadelphia, PA; Chicago, IL; Milwaukee, WI; Omaha, NE; Portland, OR; and has Catalyze partnerships in Minnesota, Iowa, and Ohio.

To learn more, visit [CollegePossible.org](https://CollegePossible.org).



# THE ROLE

College Possible seeks a dynamic, passionate, and proven Executive Director (ED) to lead the regional operations in Washington and to serve as the external face of College Possible to the local community and the various stakeholders of College Possible.

As ED of the Washington site, you will be the general manager and oversee operations including planning, managing, and executing a comprehensive strategy will enable the team to expand the program. Externally, the ED will be responsible for leading successful fundraising efforts, community outreach and engagement, and for supporting the Local Advisory Board.

As a talent leader and champion, you will recruit, develop, and retain a workforce of approximately 40 people. You will also work to ensure that the proper infrastructure is in place to support the high-performing, results-oriented, mission-aligned team in reaching their goals and contributing to the mission of College Possible.

Your specific responsibilities will include:

## Strategic Fundraising

- Partner with the Development Director to create and implement a comprehensive fundraising plan to support College Possible's programs and growth
- In collaboration with national leadership, develop strategies to build and cultivate new donor relationships, enhance current donor relationships (including individuals, foundations, and corporations), and increase levels of engagement with the organization
- Actively work to elevate the regional and national brand by serving as a thought-leader on issues of education and college success at various events, meeting with community partners and stakeholders, and acting as a primary external advocate for the organization.



# THE ROLE

## External Relations & Community Engagement

- In close collaboration with the national communications team and regional external relations team, oversee the marketing and communications efforts in the local community and support the elevation of College Possible's brand identity and profile in the region
- As a key ambassador for the organization, serve as the region's main spokesperson in the greater Seattle community and provide strategic direction for special events and media efforts
- Meet regularly with donors, community partners, educational partners, and external decision makers to further our mission
- Foster and maintain strong relationships with officials and local champions who can help continue College Possible's reputation as a trusted partner and, when appropriate, testify at the state capitol along with members of the Local Advisory Board

## Organization Management & Team Leadership

- Serve as the leader of the Washington team, directly supervising the Washington leadership team and working collaboratively with national staff members
- Manage all operational areas, with support from the national headquarters, including human resources, information technology, facilities management, purchasing, budgeting, and finance/accounting
- Partner closely with the Local Advisory Board to develop a multi-year strategic plan, maintain community relations, determine the programmatic direction, support donor cultivation, and ensure program satisfaction
- With support from the national program team, provide the tools necessary to the Program Director to ensure alignment in the development, implementation, and enhancement of the College Possible programs in the local region
- Cultivate, recruit, develop and retain diverse, highly effective talent
- Ensure compliance with all applicable laws, regulations, rules, and College Possible policies and standards



# WHAT YOU BRING

Candidates will be evaluated on the full range of their lived and learned experience, professional background, volunteer experience, and direct and transferable skills. College Possible seeks candidates with a compelling combination of demonstrated knowledge and skills in some, or all, of the following areas:

## **FEARLESS FUNDRAISING & COLLABORATIVE COMMUNITY ENGAGEMENT**

- Prior fundraising experience in the Pacific Northwest, with a proven track record of building upon and expanding an organization's donor base
- An entrepreneurial spirit and outstanding problem-solving skills
- A reputation for strategic focus, connecting the right people and partnerships, and serving as a credible, enthusiastic advocate for an organization
- Evidence of excellent collaborative and relationship-building abilities

## **INTENTIONAL LEADERSHIP**

- Experience as a senior leader with demonstrated success creating/enhancing organization culture
- Evidence of success as a mentor and manager that inspires and motivates both internal and external stakeholders and achieves desired outcomes
- Strategic thinking skills and the ability to communicate and implement the vision for growth of the local organization
- The ability to set clear and realistic expectations for staff
- A history of bringing transparency, collaboration, and humility to your work and for appreciating the skills, talents, and experiences of a diverse team

## **LEADERSHIP ABILITIES**

We seek an individual with experience in senior leadership roles. Demonstrated experience leading and creating successful fundraising strategies is required, as well as experience as a key spokesperson for an organization. Candidates should bring strong people and organizational management skills. Candidates must bring a deep commitment to social justice, equity, and equality and have passion around education as a vehicle for young people to achieve their goals. A bachelors' degree is required.

# WHAT WE OFFER

As a committed, diverse, values-based organization, we offer:

- A competitive salary range of \$120,000 - \$150,000
- Excellent benefits including complete health, dental, life, short-term and long term disability insurance.
- 401(k) retirement plan
- Encouraged sustainability through a generous paid time off program
- Personalized professional development and growth opportunities
- An opportunity to have a tremendous impact both internally and across the country



# TO BE CONSIDERED

This role will remain open until filled. Candidate materials are reviewed on an on-going basis, and initial interviews will begin by mid-August.

To be considered, please submit a resume and cover letter (**in a single Word or PDF document**) addressed to the Search Committee [HERE](#).

The priority deadline to submit candidate materials is **September 10th**.

You may direct questions or make referrals to Mikkell Jackson Roeland or Ed Rogan at the Valtas Group. Mikkell can be reached at [mikkell@valtasgroup.com](mailto:mikkell@valtasgroup.com) and Ed can be reached at [ed@valtasgroup.com](mailto:ed@valtasgroup.com).

*College Possible is committed to diversity, equity, and inclusion, and seeks to build a diverse workforce to create impact in partnership with the communities served. We welcome a diverse pool of qualified applicants. For each of its positions, College Possible is mindful about what best serves students, and seeks to hire staff with relevant experience, skills and aptitude, and a commitment to the power of education. To learn more about our commitment see our [Diversity and Inclusion Plan](#). This position is subject to reference checks and the completion of a background check.*





## ABOUT VALTAS GROUP

We are proud of our work as [Interim Executive Directors](#), supporting our clients in times of transition. Our deep experience helps organizations navigate uncertainty during leadership change. We [lead the search process in partnership with the board](#) and staff leadership, as consultants for [recruiting and search](#) to support your organization as you identify the ideal Executive Director or leader for your future. We partner with board members and senior nonprofit leaders on a variety of strategic consulting assignments.

Valtas Group has a variety of comprehensive resources to guide your transition needs. [Contact us](#) to learn about our [executive interim and placement services](#) and keep your organization moving during any transition or major change.

[CONTACT US](#)