



EXECUTIVE DIRECTOR



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THE ORGANIZATION

Since the 1990s, ECOSS has been a leading urban environmental nonprofit based in Seattle. Formerly known as the Environmental Coalition of South Seattle, ECOSS is a language-based multicultural nonprofit specializing in bridging knowledge, cultural gaps, and interests of residents, businesses, and government. Staff are fluent in more than ten (10) languages and represent multiple cultures.

ECOSS works with municipalities, counties, and the state to engage, educate and empower businesses and diverse communities to implement environmentally sustainable practices. The work focuses on multicultural-owned and staffed businesses, multi-family residences, and the community at large.

ECOSS is a trusted community partner that raises unheard voices of small businesses and those affected by environmental disparities. ECOSS empowers communities and individuals to become leaders and advocate for solutions in their neighborhoods. They meet people where they are and provide them with information and experiences to understand, acclimate, and make sustainable environmental decisions.

The staff is ECOSS's engine. The staff engages and builds upon trusted relationships with immigrant and refugee communities that enable access to and inform ECOSS partners about community concerns, wants, and needs — holding listening sessions, creating feedback loops, and providing meaningful opportunities for communities to participate in decision-making.

ECOSS delivers environmental education, resources, and technical assistance in the areas of stormwater permit compliance, recycling and food waste, transportation electrification and solar energy, Brownfields, Green Stormwater Infrastructure, environmental stewardship, and outreach to multicultural communities and businesses.

ECOSS is growing and poised to deepen and broaden its reach and impact. There are currently twenty-two (22) full-time staff with a budget of \$2M+. The Executive Director (ED) currently has six (6) direct reports. You can learn more about ECOSS [here](#).



THE POSITION

The Executive Director (ED) leads the visioning process with the board and staff, ensures the strategic goals align with mission and values, implements these goals with the talented staff, and engages in mutually beneficial partnerships. In collaboration with the team, more specific areas of accountability include budgeting and fiscal management; external relations; strategic planning; organizational development; board relations and governance; partner cultivation and stewardship; contract negotiation and implementation; resource allocation; and donor engagement.

The ideal candidate will:

- Bring a transparent, equity-based communication, facilitation, and decision-making style, be visionary and inspiring, and have a strategic leadership approach with solid business acumen.
- Be a skilled team builder and mentor who values diverse teams' ideas and empowers staff to follow their interests and grow their careers.
- Partner with the staff and Board of Directors to set the vision and engage in strategic planning, translating goals into measurable action plans.
- Be passionate about ECOSS's mission and values, committed to environmental justice, and ensure ECOSS has the resources to achieve its mission.
- Be externally focused, bring an authentic voice, and build relationships with community partners, funders, clients, and donors.
- Steward and cultivate ECOSS's empowering, high-performing, and healing culture.

The new ED will be a transformative leader who will help define and realize ECOSS's next chapter. This is an excellent opportunity for a generative, strategic, pragmatic, inclusive leader fluent in multicultural nonprofit leadership and passionate about environmental and social justice.



OPPORTUNITIES FOR IMPACT

- Understand what ECOSS is doing and why. Develop relationships with staff, communities served, and stakeholders. Embrace the mission, help define ECOSS's desired impact, and work towards both.
- Further community-centered work soliciting community for ideas on how to leverage ECOSS.
- Inform the ECOSS vision and work with the staff and board, create and implement a long-term, sustainable business and financial plan that considers and incorporates multiple, diverse funding sources such as grants, partnerships, commercial contracts, and other fees for service.
- Grow and extend ECOSS's work and impact. Prioritize and focus work and contracts aligned with the ECOSS mission, desired impact, and strategic plan.
- Develop and implement systems and processes to allow smoother operations, inform contract negotiations, client reporting, and organizational performance metrics.
- Ensure that the organization is structured appropriately and has the necessary staff expertise and other resources required to achieve goals.
- Determine the role ECOSS plays in facilitating community members' voices and agency where decision-making is made at the local and regional levels.
- Attract, retain, develop, and support a talented and diverse team by cultivating an inclusive, collaborative culture, meaningful work, professional development, and competitive, affordable, equitable compensation and benefits.
- Operationalize Diversity, Equity, Inclusion, and Belonging programs and policies to ensure continued progress and authentic client reflection.



LEADERSHIP ABILITIES

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

- An Executive Director, CEO, President, or senior staff member in a growing organization, department, or division of comparable size and complexity.
- Business acumen and ability to inspire others. Experience overseeing and ensuring operational excellence in several different functions across an organization with accountability to the business and culture, preferably in a multicultural organization.
- Mentor staff to become leaders and build a learning culture of inclusivity.
- Financial, savvy, and demonstrated success fundraising in the social sector and/or nonprofit services, preferably with major donor cultivation and stewardship.
- Background and exposure to environmental and social justice, government contracts, project and program management, and fee for service program preferred.

COMMITMENT TO:

- Carefully steer organization out of the pandemic.
- Maintain ECOSS's focus on environmental justice.
- Foster organization development, mentor, hire and retain staff.
- An inclusive and transparent budgeting process.
- Be strategic about fundraising and donor engagement.
- Cultivate a safe, multicultural culture of DEIB, empowerment, and excellence.
- Understand organizational challenges and dedicate resources to implement systematic changes.
- Be a conscientious listener who holds self to the highest standards of integrity and accountability.
- Gain respect and confidence from staff.
- Be open to new ideas and growth in new directions
- Have an open mind.



ABILITY TO:

Strategic Planning:

- Develop an ambitious vision that can translate into defined desired impact, strategic goals, and measurable action plans.
- Grow environmental justice programs and strategy.

Operations:

- Understand the financial side of a non-profit. Pursue, apply for, negotiate, secure, and manage grants and contracts with staff. Discern and pursue revenue streams that are healthy for ECOSS.
- Prioritize contracts and resources.
- Leverage technology to support operations. Must be technically savvy.

Leadership:

- Maintain and cultivate culture.
- Be a transparent, equity-based communicator, facilitator, and decision-maker.
- Build and unite teams, facilitate diverse groups in problem-solving and consensus-based decision-making, and empower others to lead and be accountable to common goals.
- Be highly flexible and comfortable with change and ambiguity.
- Develop excellent board relations.

External Relations:

- Build relationships and partnerships in alignment with mission and values.
- Connect with and earn the trust of a diverse set of stakeholders.
- Be the face of the organization. Understand the organization, programs, environmental issues, and communities served.

TO BE CONSIDERED

This role will remain open until filled **with the priority deadline of March 3, 2022**. Candidate materials are reviewed on an ongoing basis, and initial interviews will begin in February.

To be considered, please submit a resume and cover letter **(in a single Word or PDF document)** at:

<https://valtasgroup.hire.trakstar.com/jobs/fk0sia1/>.

You may direct questions or make referrals to Mrs. Amy Burton at Valtas Group. Amy can be reached at amy@valtasgroup.com or 206.718.5122.

ECOSS is an Equal Opportunity Employer committed to diversity, racial equity, and inclusion. ECOSS does not discriminate on the basis of race, color, national origin, ancestry, sex, sexual orientation, gender identity or expression, religion, age, pregnancy, disability, work-related injury, covered veteran status, political ideology, genetic information, marital status, or any other factor that the law protects from employment discrimination. This position is subject to reference checks, the completion of a background and credit check. Due to the fragile population ECOSS serves, all new hires are required to be fully vaccinated for COVID.

COMPENSATION AND BENEFITS

This position is **full-time exempt**. Commensurate with the experience and qualifications of the selected candidate, the starting salary ranges from **\$100,000 - \$135,000** per annum plus benefits.





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](#)