

**Girls Inc. of the Island City**  
Chief Executive Officer  
*Position Announcement*

[Scion Executive Search](#) has been retained by Girls Inc. of the Island City (GIIC) to conduct an immediate search for their incoming **Chief Executive Officer (CEO)** to lead the strategic direction of GIIC, a nonprofit organization dedicated to empowering girls in the vibrant community of Alameda, CA. Annually, GIIC makes a profound impact by serving over 600 girls, ranging from ages 6 to 18. Girls Inc. of the Island City's mission is to inspire and support the holistic development of girls, providing them with the tools, mentorship, and environment they need to thrive. Reporting to the President of the Board of Directors, the Chief Executive Officer leads the organization, shaping strategy and collaboratively working to achieve organizational goals while playing a pivotal role in shaping the future of Alameda's girls.

**ABOUT GIRLS INC. OF THE ISLAND CITY:**

Girls Inc. of the Island City inspires all girls to be strong, smart, and bold. The 501(c)3's comprehensive approach to whole girl development equips girls to navigate gender, economic, and social barriers and grow up healthy, educated, and independent. These positive outcomes are achieved through three core elements: People - trained staff and volunteers who build lasting, mentoring relationships; Environment - physically and emotionally safe, where there is a sisterhood of support, high expectations, and mutual respect; and Programming - research-based, hands-on, and age-appropriate, meeting the needs of today's girls. More than 600 girls annually are provided access to programs based on a sliding fee scale that takes into account their families' financial needs. GIIC extends the numbers of girls served through collaborations with other local community-based organizations and schools. As the City of Alameda affiliate of Girls Inc., GIIC is an innovator and incubator, having been the pilot site for several cutting-edge programs offered by Girls Inc. National and has also developed unique programs that are now used by other Girls Inc. affiliates throughout the country.

**POSITION OVERVIEW:**

Reporting to the President of the Board of Directors, the Chief Executive Officer is responsible for the strategic leadership of the organization and oversight of all Girls Inc. programming. The CEO is responsible for managing staff, program administration and interfacing with the National Girls Inc. organization. S/he partners with the Board of Directors to ensure long-term planning; strong fund development success; and representation of Girls Inc. in the community – all leading to continuous and healthy growth. The CEO has primary responsibility for building partnerships with schools, government and community organizations, foundation officers, corporate and individual donors. The CEO ensures the prudent management of finances, developing and rewarding an effective, culturally competent staff, assuring that nonprofit/legal requirements are met,

advocating on the rights and needs of girls, and inspiring staff and volunteers to motivate girls to be Strong, Smart and Bold.

**KEY RESPONSIBILITIES:**

- Communicate a compelling and inspired vision and ensure the implementation of the organization's mission.
- Facilitate continuous and healthy growth and evaluate progress toward goals by engaging the leadership team and Board in long-range strategic planning for achieving GIIC's mission.
- Maintain a working knowledge of research and trends in girls' and youth development issues.
- Provide leadership in developing program, organizational, and financial plans with the Board of Directors and staff and carry out Board authorized policies and plans.
- Serve in the community as a liaison to partnerships and coalitions related to girl and youth development issues; create and strengthen sound working relationships and cooperative agreements with program partners, community leaders and organizations.
- Model cultural competence as an ongoing learning experience for all personnel; incorporate diverse cultures, ethnicity, languages, and abilities into delivery of programs, materials and communication.
- Maintain policies, official records, and documents to ensure the legal and regulatory compliance of the organization and the safety of its constituents.
- Oversee the recruitment, employment, training, and release of all paid staff and volunteers.
- Design and lead all fundraising efforts for the organization with a deep understanding of new revenue development, donor cultivation and stewardship.
- Manage the overall marketing and promotional functions to construct and market an appropriate image for GIIC.
- Align needs of programs and staff with volunteer contributions; promote active and broad participation by board members, advisors, and supporters in all areas of the organization.

**QUALIFICATIONS:**

- Bachelors' Degree in a human service field, business, or related field; MA or MS preferred.
- Minimum of 10 years of experience in leadership and management positions.
- Demonstrated knowledge of youth development concepts and of the legal and developmental basis for single gender programming.
- Understanding of the complexities of providing licensed childcare to elementary aged children in the public-school setting.
- Ability to effectively partner with and support the Board in its governance responsibilities, particularly in its fund development and organizational capacity responsibilities, providing the Board unique ideas and tools to carry out its responsibility.
- History of success in leading staff to develop and implement a tactical plan that provides programming and services that align with the organization's strategic plan and vision.
- Demonstrated financial analysis and management skills.

- Proven track record in fundraising and fund development for nonprofit organizations.
- Passion for incorporating diverse cultures, ethnicities, languages, and abilities both within the organization and broader community.
- Background clearance.

**COMPENSATION & BENEFITS:**

This rewarding opportunity offers the ability to make a significant impact as an executive leader for Girls Inc. of the Island City. In addition to a competitive base salary in the range of \$135,000 to \$150,000 (DOE), GIIC also provides a comprehensive benefits package including medical, vision, and dental insurance, access to life insurance, as well as paid time off and 403(b) plans. This is a role and mission which will inspire you daily!

**APPLICATIONS & NOMINATIONS:**

Girls Inc. of the Island City has retained the services of Scion Executive Search, a national executive search firm specializing in mission-driven organization recruitment, to assist in conducting this important search. For immediate consideration please apply with your resume and cover letter, formatted in Microsoft Word, via: <https://scionexecutivesearch.com/job/10611>.

**Please address applications to:**

Sydney Burnham, Executive Search Principal  
Scion Executive Search  
[sydney@scionexecutivesearch.com](mailto:sydney@scionexecutivesearch.com)  
512-387-6841

Review of applications, nominations, and expressions of interest will begin immediately and continue on a confidential basis until an appointment is made.

**ABOUT OUR FIRM:**

[Scion Executive Search](#) is an award-winning, retained executive search firm. Through innovative team building and recruitment solutions, Scion Executive Search seamlessly bridges the gap in interim and executive searches. Our track record and recruitment process have made us one of the top recruitment firms in the nation.

We are proud to be part of the **Forbes** lists of the Best Recruitment Firms *and* the Best Executive Search Firms in America. Additionally, Scion has been recognized as a **ClearlyRated** Best of Staffing firm as well as a top recruitment firm by **The Business Times**. Additional information about our firm and our practices can be found [online](#).

Scion Executive Search is an equal opportunity employer and service provider and does not discriminate based on race, religion, gender, gender identity, national origin, citizenship status, sexual orientation, disability, political affiliation, or any other protected class. We are committed to the principles of Equal Opportunity Employment and are dedicated to making employment

decisions based on merit and value, for ourselves, our client companies, and the candidates we represent.

For opportunities located in a region that has enacted fair chance, arrest, or conviction-based employment ordinances, Scion Executive Search proactively follows the enacted guidance and considers for employment all qualified applications with arrest and conviction records. We engage in socially conscious business practices and believe that diverse, equitable, inclusive, and non-biased talent and recruitment processes are foundational to the success of Scion as well as every client organization with whom we partner.