

# **EXECUTIVE DIRECTOR OF OUR BODIES OURSELVES**

## **Job Description**

Our Bodies Ourselves (OBOS), a highly respected feminist nonprofit organization, seeks an Executive Director who is passionate about women's health and social justice to lead its essential work.

The Executive Director will be responsible for overall management, including infrastructure development, fundraising, and program oversight. The ideal candidate will be a dynamic and skilled communicator who can serve as the organization's primary public spokesperson and fundraising leader. The position requires the ability to balance visioning and strategic planning with day-to-day supervision of staff as well as coordination with the Board and OBOS founders.

All applicants should have familiarity with the content and philosophy of OBOS (the books as well as the organization's work as reflected on its website and in its programmatic activities) and possess a strong commitment to expanding OBOS' involvement with all women, including women from communities of color, immigrant and refugee women, women in prison, and women with disabilities. Applicants should also be sensitive to issues surrounding gender identity and gender expression, and, preferably, have a background in women's health.

## **Leadership Qualities and Characteristics**

Applicants should be feminists capable of envisioning and helping to implement effective means of advancing the health and human rights of women and girls globally. We seek an Executive Director who is:

- Dynamic, entrepreneurial, and inspirational
- A highly motivated self-starter with demonstrated ability to lead a nonprofit, public, or professional organization
- Committed to building coalitions, engaging with diverse constituencies, and maintaining strong communication and synergy among Board members, staff, founders, donors, and volunteers

## **Skills**

- Ability to design, obtain funding for, and implement programs, projects, and public activities to study, synthesize, and disseminate the best available information about how to improve women's health
- Ability to conceive, develop, and execute creative, successful fundraising strategies
- Excellent communications skills
- Budgeting and financial skills
- Ability to develop partnerships and alliances with individuals and other institutions as well as build effective, collegial working relationships with staff members
- Cross-cultural competency, preferably including some global travel and knowledge of Spanish or another language
- Demonstrated advocacy skills on behalf of mission-driven organizations

## **Responsibilities**

- Oversee finances and fundraising, including spearheading initiatives to obtain funds from foundations, public agencies, and individual donors
- Establish clear program objectives and priorities
- Oversee communications, marketing, and all print and digital publications
- Leverage OBOS' assets, including editorial content and brand
- Develop policy in the areas covered by OBOS' mission
- Manage and oversee all operations
- Supervise staff and volunteers
- Collaborate with leaders of other organizations
- Serve as the primary media spokesperson, representing OBOS at conferences and meetings to advance the organization's vision and mission

## **Experience**

- 3-5 years of relevant experience, preferably some of which is international, managing a nonprofit, public, or professional organization
- Working with diverse communities of women and/or managing a team committed to feminist values
- Speaking at conferences, public gatherings, and to the media

Please send a cover letter and resume by March 1, 2016 to Joan Rachlin, Search Committee Chair, at [EDsearch@ourbodiesourselves.org](mailto:EDsearch@ourbodiesourselves.org).