

Chief Executive Officer/ Executive Director (CEO/ED)

Reporting to the Board of Directors (BOD) the CEO/ED will have overall strategic and operational responsibility for the Corolla Wild Horse Fund's (FUND) staff, programs, expansion and execution of the FUND mission, desired impact, Strategic Action Plan (SAP) and the implementation of the Wild Horse Management Agreement (WHMA).

Duties and Responsibilities

The CEO/ED will

- Adhere to the SAP, Mission Statement, Desired Impact goal and Wild Horse Management Agreement.
- Serve at the pleasure of the BOD and hold regular meetings with the BOD.
- Lead the FUND in delivering its strategic goals and significantly increasing the resources of the organization in accordance with the permanent protection of the Corolla Wild Horses in their natural habitat.
- Act as principal executive officer of the organization, working with the Board to achieve strategic objectives, and deliver against a clear set of Key Performance Indicators, fundraising goals, and with a motivated staff, partners and volunteer network.
- Ensure that the organization is managed with a long-range strategy, which achieves its mission, desired impact and SAP objectives in a consistent and timely manner.
- Represent the FUND to the public, fostering high-level partnership with key organizations, local, state and federal government, community, business leaders and other relevant stakeholders.
- Provide leadership in developing program and organizational plans with the BOD and staff; carry out plans and policies authorized by the board.
- Develop and execute comprehensive fund-raising strategies.
- Expand revenue generating and fundraising activities to support existing program operations and expansion while simultaneously retiring debt.
- Oversee professional staff as represented in the organizational chart.
- Secure resources to maintain the financial sustainability of the organization ensuring funds are available for wild horse habitat, rescue farm/sanctuary, and operations.
- Manage the recruitment, employment, and release of personnel to maintain a quality work environment and motivate a diverse staff.
- Contribute to the preparation of agenda for membership, board, executive committee and all other pertinent meetings.
- Preside over staff meetings.
- Attend board, executive committee and appropriate special board meetings.

- Sign with other appropriate officer's corporate and legal documents.
- Act as principal spokesperson for the organization and ensure a system for institutional knowledge of their relationships is maintained.
- Maintain official records, documents and ensure compliance with federal, state and local regulations.
- Support standing committee chairperson(s) providing knowledge, support, resources and access to stakeholders as needed.
- Facilitate communication between board and staff.
- Monitor BOD follow through on all assigned tasks, keeping a professional log of agreed activities.
- Aid and support to the board as needed.
- Assist in orientation of new BOD members.

The successful candidate for CEO/ED will need to:

- Adhere to a strong commitment to the CWHF nonprofit mission.
- Demonstrate proven leadership, fundraising, and relationship management experience.
- Hold a college degree with at least 10 years of senior management experience.
- Have a track record of effective leadership.
- Show experience with outcome-based strategy programs and operations and impact-based organizations.
- Demonstrate success through specific examples of having developed and operationalized strategies that have taken an organization to the next stage of growth.
- Establish unwavering commitment to quality programs and data-driven program evaluation.
- Possess excellence in organizational management with the ability to coach staff, manage and develop high performance teams, set and achieve strategic objectives, and manage a budget.
- Have mastery of past success working with a board of directors with the ability to cultivate existing and new BOD member relationships.
- Possess strong marketing public relations and fundraising expertise with the ability to engage a wide range of stakeholders and cultures.
- Hold excellent written, oral communication and facilitation skills