

Position Description

**Tides Center
(San Francisco)**

Executive Director

Title: Executive Director of Tides Center and VP of Tides Network

Reports to: Tides Network CEO and Center Board Chair

The Organization

Tides Center is a management support organization serving a national audience of progressive social innovators. As the largest fiscal sponsor in the country, the Center provides projects with the legal infrastructure of a 501(c)(3) entity, as well as financial services, human resources management, and capacity building support. The Center serves as the home to more than 250 non-profit activities across the United States, representing approximately \$50M in assets, and employing over 300 people. Financial support for these enterprises is primarily from individual contributions and grants. The Center's financial model relies on fees for services provided to projects. Its success to date has resulted from a combination of sound management practices and progressive values. Tides Center functions within a family of organizations, the Tides Network, linked by a shared commitment to social justice.

Position Summary

This unique leadership position offers a challenging and exciting opportunity for a person with:

- (1) exceptional management, collaboration, and communication skills,
- (2) deep experience in the nonprofit and philanthropic sectors, and
- (3) demonstrated commitment to social justice.

The Tides Center Executive Director (ED) is responsible for the Vision and Mission of the Tides Center. The ED ensures quality and consistency of services to projects. The ED manages and coordinates the Center's senior leadership team. S/he is responsible for the overall financial and operational health of the Center, including finance and HR systems, compliance and legal management, the economic model (pricing and fee structure), program strategy and delivery, strategic partnerships, salary structure and benefits, technology, equipment and space. S/he is responsible for the integrity and compliance of all high-level financial and legal decisions.

The ED also establishes, embraces and promotes a vision of the Center as a leader in the field of fiscal sponsorship and nonprofit capacity building. The ED is the public face of the Tides Center, providing thought leadership and building strategic partnerships that accrue benefits to an effective nonprofit sector. The ED articulates a place and value of fiscal sponsorship in a broad frame of the growing toolbox of accelerants for social change. The ED is a leader in the sectoral conversation about how best to promote the growth and impact of progressive social justice work. The ED's role includes defining and promoting a clear definition of success for Tides Center – its “standing ovation”- and ensuring internal and external audiences understand this.

The Executive Director also serves as a Vice President to the Tides Network, and is part of the Executive Council in the Tides Network. The Network is a family of associated organizations, including the Tides Center, Tides Foundation, Tides Inc., Tides Shared Spaces, and Community

Clinics Initiative. All Tides Network organizations share a mission of a healthy society founded on principles of social justice, economic opportunity, democratic processes, sustainable environmental practices, human rights, and diversity. The Center's ED has oversight of contracts for shared services with the Tides Network. The ED is responsible for representing the Center at the Network level, collaborating with other Network members, and leveraging Network synergies to the advantage of the Center's projects and the progressive movement.

Essential duties and responsibilities

Major responsibilities will include:

- ✓ Implementation of Tides Center Vision, including guiding and managing its evolution, and supporting staff to achieve the organization's goals.
- ✓ Effective and collaborative management of the Center's services, finance and administration, and communications to ensure delivery of exceptional services, and continued organizational sustainability and growth.
- ✓ Cultivation and care of the Center's portfolio of services to projects and organizations, achieving and maintaining highest standards for quality and impact, and driving necessary changes based on market demand, learning, and customer surveys.
- ✓ Cultivation of the Center's position and reputation as a leader in the field of fiscal sponsorship; selling and promoting fiscal sponsorship as a tool to accelerate social change; advancing the Foundation's world comfort with and understanding of fiscal sponsorship.
- ✓ Collaborative management and care of the Center's relationships with the Board of Directors and the Tides Network; identifying and capturing synergies between entities, and supporting development of a shared-services model.
- ✓ Cultivation and management of the Center leadership team's ability to work effectively and collaboratively to ensure high quality experience for staff and projects; coach, develop and grow the overall Center team; lead the Center's performance management process.
- ✓ Model and prioritize transparent and comprehensive communication within the Center, with external audiences, and with other Network entities.

Qualifications

We are seeking a candidate with strong and tested managerial skills as well as a demonstrated commitment to the progressive nonprofit sector. The ideal candidate will be seasoned manager with the ability to think strategically, collaborate effectively, and lead with heart. S/he will be a creative person with strong business sense, who understands customer service, finance, and marketing in the nonprofit environment. The applicant must have:

- Significant leadership and management experience (15+ years), in nonprofit and philanthropy, ideally managing a large (\$10M+) and complex organization, responsible for both programmatic and administrative realms, including finance and budgeting;
- Demonstrated leadership in, knowledge of, and commitment to social change and innovation in the progressive movement, from both nonprofit and philanthropy perspectives;
- A deep understanding of, appreciation for, and belief in the potential of fiscal sponsorship to advance a social change agenda; a passion for building and accelerating the capacity of nonprofits to achieve social impact;
- Demonstrated collaborative leadership capacity, experience building cooperative relationships that produce tangible benefits across and between organizations;
- Proven ability to create and manage initiatives, budgets, and strong financial models;
- Capacity for building authentic relationships with staff, colleagues, and projects;

- A compelling presence; strong public speaking skills and understanding of marketing.
- The ability to think and act strategically, make thoughtful and clear decisions that support the projects and the organization, and the ability to thrive in an environment of change and support staff to do the same;
- Tolerance for and ability to manage risk; and
- Ability to model personal/professional balance, integrity, resilience, sense of humor, adaptability, commitment to learning, and humility.

Education:

An undergraduate degree is required and an advanced degree in management is preferred.

Compensation:

Salary commensurate with qualification and experience and a comprehensive benefits package will be provided.

Tides Center is an affirmative action/equal opportunity employer and does not discriminate on the basis of race, sex, age, national origin, marital status, ancestry, sexual orientation, or disability.

Interested individuals should contact:

Rachel Williams via email: rwilliams@pacfirm.com or call: 510-647-1015