

## **DIRECTOR**

*March 2023*

### **ABOUT CRE**

For over 40 years, CRE has prepared leaders and strengthened organizations to drive social change. As a nonprofit consulting firm, we provide the strategies and tools needed to build equitable and sustainable, high-performing organizations, working with 500 organizations each year. As we adjust to our new reality and work to bolster our team, organization, and sector, we are seeking a skilled, thoughtful, seasoned leader to join our team. The ideal candidate will have a deep commitment to the social sector and alignment with CRE's mission of strengthening organizations to reduce poverty, promote equity, and increase opportunity.

Critically, the ideal candidate also will exemplify and promote CRE's values, including our [deepening commitment to racial equity and to dismantling anti-Blackness](#).

- **Collaboration:** We are smarter and more creative when we work together (and it's more fun too).
- **Diversity, Equity + Inclusion:** We believe that true impact can only be achieved when we lift up diverse voices that have not always been heard.
- **Accountability + Excellence:** We promise excellence in all that we do and hold ourselves accountable to the community, the people we serve, and each other.
- **Reflective Practice:** We appreciate the big questions, tough discussions, and unexpected answers.
- **Power of Change:** We believe that change is always possible and unleashes opportunity and the potential for creative solutions that improve communities.
- **Courage:** We embrace bold ideas and risks that allow us to partner with clients as they overcome challenges and move toward change.

### **ABOUT OUR TEAM**

Our team of 30 program/consulting and operations staff comprise dynamic, diverse, mission-aligned thought-partners, deeply invested in advancing social change. We co-create, transform, and challenge organizations to be their best. We value our people, the journey, and the promise of change. We believe all communities are rich in ideas, capacity, and care. We believe in love — love for our work, our clients, ourselves, and for each other. We lead with an unapologetic commitment to equity, especially in times of stress and uncertainty. For more, see our [staff page](#).

### **ABOUT THE ROLE**

The Director is a successful project and people manager with social sector consulting experience. They help cultivate a positive work culture, lead strategy and planning, develop and maintain client relationships, and represent the organization with external audiences. As a senior consulting team member, they share the responsibility of ensuring the team's effectiveness and wellness, CRE's financial health, and the organization's overall impact

## **ESSENTIAL DUTIES & RESPONSIBILITIES**

### **Client Management and Project Delivery (50%)**

- Lead multiple complex client engagements at once, assuming responsibility for successful project implementation
- Serve as a project lead, setting the project's direction, conducting quality assurance, and managing client relationships, and/or as a project advisor, providing guidance and subject matter expertise to the project team
- Oversee the design and implementation of a wide variety of work scopes in support of strengthening organizational health and leadership effectiveness
- Ensure that projects are completed on time and within budget, and that clients are satisfied with the work

### **Business Development (30%)**

- Develop and execute business strategies, in partnership with the CPO, to grow CRE's client work and meet the consulting team's overall revenue goals
- Design and implement tools, processes, and systems that support a positive client experience including oversight of the organization's client intake function
- Identify new business opportunities, sustain strong relationships with existing clients, and contribute to building a robust pipeline of client work
- Lead proposal development, develop pitch preparations for new clients and pursue opportunities to showcase CRE's capabilities
- Stay current on industry trends and developments to guide CRE's market positioning, expansion, and improve the organization's services and offerings

### **Organizational Leadership (20%)**

- Lead the consulting team in meeting its goals by providing coaching, guidance, and training, and ensuring that team members are working effectively to deliver high-quality client work
- Contribute to the implementation of CRE's strategic plan by devising and leading internal initiatives that strengthen operational efficiency, financial health, and quality of services and programs.

## **QUALIFICATIONS & DESIRED EXPERIENCE**

- Deep understanding of organizational development, change management, and/or transformational leadership programming
- Demonstrated success leading teams in delivering high-quality services on-time and on-budget
- Proven track record developing new business and generating revenue
- Excellent communication and presentation skills, with the ability to build and maintain strong relationships with clients, team members, and other stakeholders
- Demonstrated commitment to diversity, equity, and inclusion values
- Strong analytical and problem-solving skills, with the ability to think strategically and make sound business decisions
- Adapts seamlessly to rapidly changing priorities
- Ability to drive progress independently as well as problem solve collaboratively
- Bachelor's degree required. An advanced degree in business, nonprofit management, public administration or related fields is desirable.

- At least 5 years in a supervisory role –managing and mentoring multiple team members
- 10+ years of experience in management consulting, business development, and/or program management in a non-profit organization, foundation, or equally fast-paced, mission-oriented enterprise

While the team currently is on a hybrid work schedule, this position will be based in New York City. Travel throughout the 5 boroughs of New York City is expected based on project or client needs. Bilingual, multilingual, and BIPOC candidates are strongly encouraged to apply.

CRE observes COVID-19 protocols at the workplace and requires all employees to be fully vaccinated including a booster. Proof of vaccination is required for employment.

### **COMPENSATION**

The salary range for this position is \$130K - \$140k, depending on experience. CRE offers a generous benefits package that includes 20 days of paid time off, health insurance, flexible-spending accounts, and a 403b retirement plan.

### **HOW TO APPLY / SELECTION PROCESS**

For consideration, please send your resume and cover letter that clearly explains your fit for this role and the value you will add; how you have engaged, collaborated, and uplifted diverse, marginalized clients, communities, and/or colleagues; and your alignment with CRE's values. Send your materials to [recruiting@crenyc.org](mailto:recruiting@crenyc.org) and indicate "Director" in the subject line.

Prior to hire, candidates will complete at least two interviews and a written or role play exercise. Please inform CRE within a reasonable time period prior to administration of the interview or exercise of any reasonable accommodations needed.

*CRE is an Equal Opportunity Employer and complies with the Americans with Disability Act. We strongly encourage applications from women, non-binary, people of color, and bilingual and bicultural individuals, as well as members of the LGBTQI+ communities. Applicants shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, disability, political affiliation, sexual orientation, gender identity, color, marital status, or medical conditions.*