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EXECUTIVE DIRECTOR POSITION

Application Deadline: May 31, 2022.

Death Penalty Focus (DPF) seeks to hire a dynamic and thoughtful Executive Director to support its mission to end the death penalty in California, and to support efforts across the country and internationally.

ABOUT DEATH PENALTY FOCUS

Based in California, DPF is a national nonprofit organization founded in 1988 to abolish the death penalty through public education, grassroots and political organizing, media outreach, local, state, national and international coalition building and the education of religious, legislative, law enforcement and civic leaders about the death penalty and its alternatives. We also work to reduce death sentences and to encourage resentencing to other than death. For more information about DPF, please visit our website: deathpenalty.org

ABOUT THIS POSITION

The Executive Director will oversee and lead all facets of the organization and will also be the primary staff person designing and implementing programs that support this small yet mighty organization's mission.

While DPF's office is currently located in Sacramento, this position can be fully remote from anywhere in California, at the discretion of the Board. The Executive Director reports to the Board, through the Chair, and supervises the staff and the work of consultants. The other staff person, currently, is the Director of Operations and Administration. The Executive Director also oversees the work of communications and digital/website consultants. The current budget is approximately \$450,000, with hope for future expansion.

POSITION RESPONSIBILITIES

Among the Executive Director's **responsibilities** are:

- Establish short and long-term strategy, program goals and objectives, in collaboration with the Board of Directors.
- Create and implement a fundraising plan to allow the organization to achieve its long-term goals, program goals and objectives. Serving as the top fundraiser for the organization, the ED will work closely with board members to achieve goals.
- Serve as the primary program staff to develop and participate in community forums, webinars, and other activities in furtherance of DPF goals.
- Maintain DPF's voice in the abolitionist community by participating in and providing leadership in diverse coalitions across California.
- Engage with and educate the public and the legislature by presenting at events where the death penalty in California is an issue, maintaining strong relationships with allied organizations, the news media, issuing statements and press releases, testifying before the Legislature.
- Serve as liaison between DPF and leaders in the national and international abolition movement and religious, social justice, human rights, and political communities. Ensure effective and sensitive outreach to a broad range of community groups/organizations/members.
- Engage and encourage a strong, diverse, and active Board of Directors that drives the organization toward the fulfillment of its mission. Ensure that the Board is actively involved in planning, fundraising, and outreach activities that help build relationships and resources beneficial to the fulfillment of DPF's mission.
- Working with an experienced Director of Administration and Operations and the Board Treasurer, develop the annual budget and ensure proper fiscal accounting and controls.
- Travel within the state and nationally, as required.

QUALIFICATIONS

- A commitment to ending the death penalty and to racial justice.
- Significant organizational leadership experience, including strategic planning, program development and management.
- An understanding of legal and regulatory requirements of non-profits, and experience working with or on an engaged and active Board of Directors.

- Demonstrated successful fundraising experience.
- Experience leading advocacy, community organizing, political campaigning, and/or coalition building efforts that produced results.
- Knowledge of the death penalty and familiarity with the legal and political system in California is important.
- Demonstrated public speaking skills.
- Collaborative management style with demonstrated ability to work with people, to be a team player, and to maintain a positive attitude.
- Ability to manage multiple projects, meet deadlines, work hard, keep things moving, while maintaining attention to detail and a sense of humor.
- Ability to work independently and as a leader of a team.
- A broad range of educational experiences considered.

WORKFORCE DIVERSITY AND EQUAL OPPORTUNITY EMPLOYMENT

The Board and staff of Death Penalty Focus are dedicated to diversity, equity and inclusion as critical to fulfilling the organization's mission and ensuring the well-being of DPF staff and the communities we serve, and to continued work to realize this goal.

Death Penalty Focus is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, ancestry, age, marital or domestic partner status, military or veteran status, physical or mental disability, political affiliation or belief, medical condition, or genetic information.

SALARY AND BENEFITS

Salary is \$ 90- 110K, depending on experience and location in California, with a benefits package.

APPLICATION PROCESS

Applicants should send a cover letter by May 31, 2022 detailing interest, a resume, and the names of three professional references to EDsearch@deathpenalty.org. For additional information, please contact maddy@deathpenalty.org. Position will be kept open until filled.