



## EXECUTIVE DIRECTOR POSITION PROFILE

### Organizational Overview

Launched in 2012, the National Campus Leadership Council (NCLC) is a nonprofit organization dedicated to cultivating, strengthening, and advancing student leadership in higher education. Leveraging a highly talented, collaborative team of 5-6 FTE, the organization has a tremendous reach to student leaders in every corner of the country. NCLC's core programs divide into strategies that strengthen student leadership through trainings, research, community building, and policy engagement, all designed to empower elected student leaders as they seek solutions to challenges facing students on their campuses. Since our founding, NCLC has engaged more than 5,000 elected student leaders from more than 550 colleges and universities nationwide and directly trained more than 1,000 student body presidents.

#### **Campus Ideas. National Impact.**

In 2012, NCLC set out to ensure that student voices become an indispensable part of the public discourse on a range of issues affecting students and rising generations. Since then, our programs and strategies have evolved but the core purpose remains the same: We fundamentally believe that higher education policy would better serve students if student voices were at the center of decision-making at the institutional, state, and federal levels.

#### **Program Highlights**

Through dynamic programs, NCLC empowers a vibrant community of student leaders equipped with the skills, expertise and networks to address the most pressing challenges facing students. Highlights include:

*Presidential Leadership Summit:* NCLC's cornerstone program is the Presidential Leadership Summit, which convenes incoming and outgoing student body presidents annually in Washington, D.C. for a three-day substantive training centered around policy education and advanced leadership skills development. The program is designed to capture institutional memory from outgoing leaders while sparking strategic and purpose-driven agendas among incoming leaders.

*Student Voice Index:* In 2018, NCLC released the first ever Student Voice Index, which seeks to measure and benchmark student engagement in institutional decision-making. The research provides a unique glimpse into a largely unstudied element of higher education governance while generating actionable insights for policymakers, higher education leaders, and student leaders alike.

*Student Policy Alliance:* In 2019, NCLC launched a national coalition of statewide student associations representing more than 6 million students nationwide. The group developed a shared federal policy agenda and is working to coordinate state and federal advocacy efforts.

## The Opportunity

NCLC serves as a nexus for empowering student leaders; a convener and partner of networks to advance this critical work; a resource for data and research insights to inform practice; and a thought leader on wide-ranging issues affecting higher education, students and student leadership. From this context, NCLC begins its next chapter poised for transformative impact on the future of student leadership in higher education.

The next Executive Director will take the helm at a time of organizational growth, building on NCLC's strong programmatic, financial, and organizational foundations to take the organization to the next level. You would work directly with major stakeholders in the higher education landscape, from college presidents and advocacy organizations to governors and the White House, positioning NCLC as an increasingly influential stakeholder in the future of higher education policy.

Reporting to the Board of Directors and based out of NCLC's Washington, D.C. headquarters, the ED has ultimate responsibility for implementation of the organization's mission, vision, and strategic plan. The ED must also have close attention to details to ensure sound financial management, legal compliance, and growth of resources and programs. The ED must provide entrepreneurial leadership for NCLC's growing professional staff, network of partners, and student membership to advance NCLC's mission, generate increased support for the organization, and institutionalize NCLC's unique role in the broader higher education and policy communities.

## The Role

This unique opportunity calls for leadership across four core areas of responsibility:

### *Strategic vision & leadership:*

- Collaborate with the Board to develop and implement the strategic plan while ensuring that the budget, staff, and programs are aligned with NCLC's core mission
- Identify and implement strategies to grow NCLC's footprint in higher education by enhancing financial resources, expanding staff professionalism and capacity, and driving mission-aligned partnerships and thought leadership
- Cultivate a strong and transparent working relationship with the Board and ensure open communication about the measurement of financial, programmatic, and impact performance against stated milestones and goals

### *Development:*

- Generate abundant, sustainable income to meet organizational needs and strengthen general operations and programs
- Identify and pursue streams of revenue consistent with the organization's mission and values
- Build strong relationships with major donors, foundations, and corporations
- Develop and execute creative means to generate earned, unrestricted revenue

### *External affairs:*

- Develop, manage, and strengthen meaningful relationships with diverse groups of stakeholders, including current and former student leaders, major higher education organizations, public officials, state and federal stakeholders, institutional leaders, and funders
- Act as the organization's spokesperson, thought leader, and student voice "evangelist" while representing NCLC in the media and to external entities at-large
- Identify and establish strategic partnerships with outside organizations and institutions that enhance NCLC's capacity, raise its profile, or advance student leadership

*Internal affairs:*

- In collaboration with NCLC's Deputy Director, establish effective decision-making processes that will enable NCLC to achieve its long- and short-term goals and objectives in a growing organization
- Ensure compliance with all local, state, and federal laws that pertain to NCLC's operations, including those directly related to NCLC's 501(c)(3) designation
- Oversight of all financial records and processes
- Develop and manage the organization's budget
- In partnership with the Deputy Director, establish administrative policies as necessary to ensure professionalism among staff and affiliates

## About You

As NCLC's ED, you must sweat the details while maintaining a steadfast focus on NCLC's strategic goals. Toward that end, you are/have:

- A passion for student voice and NCLC's mission
- Strong ability to execute against that mission both as a thought-leader and masterful tactician
- A savvy, strategic and creative problem solver
- An entrepreneurial leader with an impact-oriented mindset
- Strong sense of ethics, empathy and integrity
- Demonstrated experience in fundraising in at least one core area of individual giving, foundation relations, and/or fee-for-service business development
- Experience in budget management for complex projects or organizations
- Talent for developing partnerships and winning organizational support

## Qualifications

*Minimum:*

- 4+ years in an organizational leadership role
- Bachelors degree
- Clear, effective written and verbal communications
- Demonstrated background in some form of fundraising, or equivalent ability to shape, position, and close deals with strategic influencers, funders, and/or decision makers

*Preferred:*

- Background as a student body president or executive student leader
- Advanced degree
- Executive or directorial experience in nonprofit management

**Application Instructions:** To apply, please submit a résumé and cover letter to [edsearch@campusleaders.org](mailto:edsearch@campusleaders.org). This position offers a competitive salary and benefits package commensurate with candidate experience level. NCLC is an equal opportunity employer. All applicants will be considered for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender, identity or expression, or any other characteristic protected by federal, state, or local laws.