

## **RVWA Managing Director Job Description**

UNITE. INSPIRE. RECRUIT. DEVELOP. The RV Women's Alliance is an organization dedicated to fostering the next generation of female RV Industry leaders and develop a more diverse workforce by supporting women with education, resources, and opportunities. We are in search of our next dynamic Managing Director. This position reports directly to the Board of Directors and will be charged with the goal to manage and lead the organization towards the realization of its mission.

The Managing Director is a key leader responsible for overseeing the strategic plan, programs, and administration for the organization. Other key duties, working with already established Board Committees, include fundraising, marketing, and community outreach.

### ***Leadership & Management:***

- Lead, coach, develop, and retain RVWA volunteers
- Actively engage and energize RVWA Nonprofit volunteers, board members, committees, alumni, partnering organizations, and funders.
- Support a strong Board of Directors; serve as ex-officio of each committee; seek and build board involvement with strategic direction for both ongoing local operations as well as for the national rollout.
- Create and execute systems to track scaling progress, and regularly evaluate program components to measure successes that can be effectively communicated to the board, benefactors, and other constituents.
- Lead ongoing programmatic excellence, locally. Including rigorous program evaluation, finance and administration, fundraising, communications
- Recommend timelines and resources needed to achieve the strategic goals.
- Other duties as assigned by the Board of Directors.

### ***Fundraising & Communications:***

- Expand revenue generating activities to support existing program operations.
- Deepen and refine all aspects of communications with the goal of creating a stronger brand. This includes but not limited to:
  - Sponsors
  - Prospective sponsors
  - Committee creation and involvement
  - Membership
  - External relations
- Use external presence and relationships to garner new opportunities.

### ***Planning & Development:***

- Design the national expansion roadmap.
- Complete the strategic business planning process for the association's success with the help of the Board of Directors.
- Begin to build partnerships, establishing relationships with benefactors, political and community leaders.

**Required Qualifications:**

- Bachelor's Degree
- Unwavering commitment to quality programs and data-driven program evaluation
- Excellence in organizational management with the ability to coach volunteers.
- Demonstrated ability to set and achieve strategic objectives.
- Budget management experience.
- Marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders
- Cultural awareness
- A persuasive and passionate communicator with excellent interpersonal, written, and oral communication skills
- Ability to work effectively in collaboration with diverse groups of people.
- Displays passion, integrity, and positive attitude.
- Is mission-driven, and self-directed.

**Preferred Qualifications:**

- Senior management experience
- Demonstrated track record of effectively leading a regionally and/or nationally based organization.
- Experience scaling a performance- and outcomes-based organization and staff.
- Ability to point to specific examples of development and strategies that have taken an organization to the next stage of growth.
- Past success working with a Board of Directors including a demonstrated ability to cultivate existing board member relationships.