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## Executive Director

# Executive Director of Minnesota Coalition Against Sexual Assault

*Ballinger|Leafblad is pleased to conduct the search for Executive Director at Minnesota Coalition Against Sexual Assault (MNCASA), a membership organization supporting the work of sexual assault programs in Minnesota.*

## ORGANIZATIONAL OVERVIEW

MNCASA, the Minnesota Coalition Against Sexual Assault, is a vital statewide membership organization providing critical support to the work of sexual assault programs throughout Minnesota and tribal lands. Headquartered in St. Paul, the organization represents over 70 agencies most of whom are community-based advocacy agencies providing direct service to victims/survivors within their communities. For over 40 years, MNCASA has been a trailblazer in the field, known for leadership and resources for sexual assault agencies and allies --to help prevent sexual violence while promoting a comprehensive, socially just response for all victims and survivors.

MNCASA is also a nationally respected coalition. MNCASA supports, convenes, and collaborates with sexual assault programs, advocates, prosecutors and law enforcement officers to promote a more victim-centered response to sexual violence and work with policy makers and elected officials to enact laws and establish programs to better support victims of sexual violence.

Highlights of MNCASA's work include:

1. *Victim and Survivor Support* by helping partner programs and medical personnel, law enforcement, and legal and social service providers deliver state of the art victim advocacy and support;
2. *Prevention Support* by developing the capacity of partner programs and others to design and implement effective community-level primary prevention strategies;
3. *Policy Reforms* through public policy education and advocacy; and
4. *Systems Change* by developing capacity in medical, criminal justice, social service, and judicial systems to incorporate a coordinated and victim-centered approach into their responses.

## PROGRAMS AND SERVICES

MNCASA provides a variety of programs, resources and services, evolving to meet the needs of member organizations:

### **Advocacy Support**

MNCASA member organizations perform advocacy in a variety of ways. Advocates assist victims/survivors in the healing process, make referrals to appropriate supportive services, provide opportunities to connect with other survivors, and serve as a confidential resource to talk with throughout all stages of sexual violence response and recovery.

### **Prevention**

MNCASA works with communities, organizations, and individuals throughout Minnesota to eliminate the root causes of sexual violence, including the norms, behaviors, and environments that contribute to a person causing harm. The organization believes sexual violence is preventable, and that sexual violence can be stopped before it even occurs.

### **Medical Forensic Compliance**

With special funding from Minnesota's Office of Justice Programs at the Minnesota Department of Public Safety, [SVJI@MNCASA](mailto:SVJI@MNCASA) facilitates the Statewide Medical Forensic Policy Program. Medical forensic exams exist to provide victims a medical and forensic evaluation after a sexual assault takes place.

### **Systems Change**

System change—in protocol, procedures, and routine practice—is a key element to improving the response to sexual violence. Work is done with communities to create a comprehensive, victim-centered response through multidisciplinary collaborations, leadership development, training, and technical assistance.

### **Sexual Exploitation and Trafficking**

Sexual exploitation of youth in Minnesota is commonly overlooked, misidentified as something else, and/or undocumented. Sexually exploited youth are those under age 18 who engaged, agreed to engage, or were forced into any type of sexual activity in return for anything of value – or a promise of anything of value – such as money, drugs, food, shelter, rent, or higher status in a gang or group.

## Public Policy

Each year MNCASA proposes and tracks bills in the Minnesota State Legislature. The public policy committee adopts legislative priorities in late fall after consultation with MNCASA member programs and stakeholders. MNCASA is also responsive to proposals from lawmakers introduced during the course of the legislative session.



Through the public policy committee and collaborative relationships on local, state and federal levels, MNCASA promotes change in three key areas:

- Identifying and strengthening sexual violence prevention approaches.
- Supporting adequate funding for victim service advocacy programs.
- Building a strong justice system response to sexual violence through effective laws and policies.



In coordination with 30 other organizations in 2018, MNCASA led efforts that successfully lobbied for a bill to address the accumulation of untested and unrestricted rape kits in Minnesota.

## RESOURCES

### Advocate Resources

Advocates provide an invaluable resource for victims/survivors. MNCASA provides resources to help advocates in their work such as navigating the legal system, prevention, and self-care.

### Community Resources

MNCASA provides resources on how communities can make changes and join the anti-sexual violence movement.

### 2018 TRAINING HIGHLIGHTS

23 Webinars with over 1,750 attendees

78 in-person trainings with over 2,800 attendees

1,025 Technical Assistance Consultations



### Media Resources

MNCASA connects with reporters and the media with statistics, sources, spokespeople, and stories that can inform and improve reporting on sexual violence.

### Prevention Tools & Resources

The Minnesota Coalition Against Sexual Assault develops tools and resources to support prevention.



Prevention efforts are essential components to the ongoing work to end sexual violence in Minnesota. In partnership with TPT, MNCASA created the Rosemary Project, a video making primary prevention strategies accessible to individuals interested in learning how to prevent sexual violence in their communities.

### Sexual Assault Response Teams

Sexual Assault Response Teams include health providers, law enforcement, prosecutors, victim advocates, and local human and social service organizations. They promote a victim-centered response to sexual violence through increased collaboration and education across disciplines.

### Sexual Violence Justice Institute (SVJI)

The SVJI is a project of MNCASA that works with teams in communities to increase prosecution and provide a victim-centered response to sexual assault.

## MISSION

The Minnesota Coalition Against Sexual Assault provides leadership and resources for sexual assault programs and allies to prevent sexual violence while promoting a comprehensive, socially just response for all victims/survivors.



## GUIDING PHILOSOPHY

The Minnesota Coalition Against Sexual Assault believes sexual violence is a humiliating, and often terrifying and brutal crime. It violates a person's innermost physical and psychological being. The primary goal of MNCASA is to be a catalyst in changing society's attitudes toward sexual violence and its victims/survivors; and to changing the systems which may further victimize victims/survivors.

Sexual violence includes rape, date/acquaintance rape, same-sex assault, child sexual abuse, incest, pornography, prostitution, sexual exploitation by professionals, stalking, sexual harassment, and any other sexual activity in which a person is forced, coerced, or manipulated without their consent.

Sexism, racism, heterosexism, classism, oppression of people with disabilities, religious oppression, and ageism are among the root causes of sexual violence. MNCASA is committed to challenging institutions, issues, practices, and policies that promote these systems of oppression.

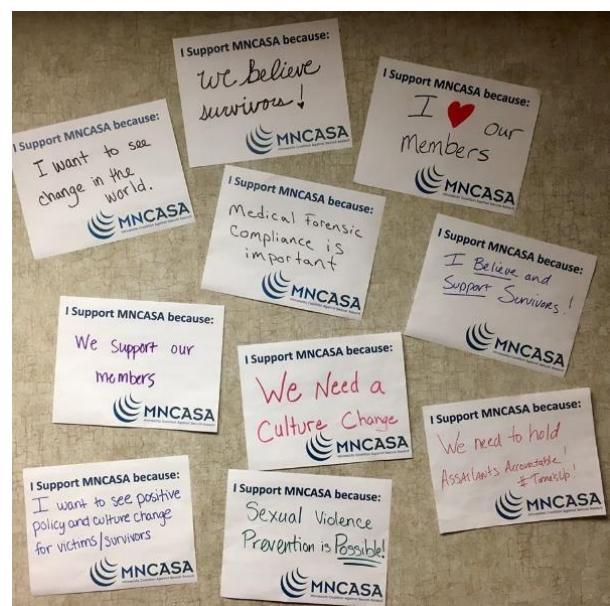


Every victim/survivor responds in a different way. Every victim/survivor has the right to receive support and understanding from friends, families, and their communities; as well as from medical, legal, social service and criminal justice systems. To that end, the coalition provides technical assistance and support to member programs throughout the state of Minnesota.

## ORGANIZATIONAL CULTURE

MNCASA staff are committed and mission-driven. They are proud to be part of the movement to prevent and address sexual violence and they believe that their work matters. Because of their devotion to serving in this way, staff are dedicated and hardworking.

Staff believe that the organizational culture is transitioning. There are opportunities for enhanced collaboration and synergies between departments and programs. One staff member described the culture this way..."We are poised to go from good to extraordinary!"



## THE POSITION...

# Executive Director

## Minnesota Coalition Against Sexual Assault

The Executive Director will be a visionary leader who works with the Board of Directors to carry out the mission and goals of MNCASA. The Executive Director is responsible for the strategic planning, implementation, and ultimately the results of the organization including funding and financial support, highest quality of client programs and services, and for managing financial budgets and operational results.

As the public face of the organization, the Executive Director will represent MNCASA to a wide range of constituencies on a state, regional and national level, and provide decisive leadership on issues of public policy, organizational stances, and the strategic direction of its work.

The Executive Director reports to the Board of Directors and oversees a team of 17 full and part-time employees. Direct reports are Associate Director, Finance and Human Resources Director, Communications and Development Director, Sexual Violence Justice Institute Director, and Law and Policy Director. The annual budget is \$2.2 million with 90% of MNCASA's programs and services being federally funded.

### **Essential Responsibilities:**

#### **Leadership**

- In conjunction with the Board of Directors, staff and membership, develop and execute a vision and strategic plan to guide the organization.
- Provide operational leadership to staff to implement annual work plans tied to the strategic goals. Direct and oversee operations and programs.
- Lead organizational and programmatic change; evaluate and track progress.
- Establish a positive, healthy and collaborative work environment that attracts, retains, and motivates staff.
- Support and further a positive work environment that encourages respect, equality, diversity, and professional development.
- Provide opportunity for ongoing professional development of staff, and support staff in obtaining and enhancing their skills to perform the organization's work.
- Implement an ongoing performance process for all staff which includes: evaluation, monitoring, coaching and mentoring, and performance review.

## **Community Relations**

- Serve as the public face of MNCASA to member programs, advocates, partner coalitions, funders, legislators, victims/survivors of sexual violence, media, and the public on a community, state, and national level.
- Build and support MNCASA's statewide membership while growing connections to national networks.
- Participate and be the organization's representative in local, regional and national activities related to the work of MNCASA in partnership with staff.
- Engage new partners working in related fields and on other social justice issues.

## **Fund Development**

- Enhance the organization's fund development activities by overseeing a planned strategy and monitoring related activities and results.
- Participate in the cultivation of relationship building with new and diverse sources for organizational support.
- Be active in major gifts fundraising to better diversify the organization's streams of resources.

## **Board Relations & Support**

- Develop Board leadership.
- Provide general support to the Board and its committees.
- Assist in attracting, recruiting and orienting new board members.

## **Finance and Administration**

- Oversee finance and reporting, and budget development.
- Ensure timely financial reporting in accordance with GAAP (generally accepted accounting principles); strong internal controls to mitigate the risk of fraud; and compliance with funder expectations and contractual and grant requirements.
- Ensure the financial stability of the agency, solicit and manage grants, expand fundraising capabilities, and identify new sources of revenue to support the growth of the organization.

## **Policy**

- Be an effective leader on issues of public policy, legislation, and law-making strategies impacting sexual violence and prevention.
- Lead in promoting messaging and providing expertise, input and testimony on behalf of MNCASA membership and stakeholders on issues relating to sexual violence.

## QUALIFICATIONS

Important qualifications for this role include:

- An educational background related to the work of MNCASA and a non-profit leadership role.
- Significant experience in a senior management position in a related type of organization, preferably sexual assault or related advocacy work within the nonprofit sector.
- An understanding of sexual violence and its root causes and a dedication and passion to end it.
- Understanding of emerging issues in the field and the intersections with other social justice issues.
- Knowledge of local, state, and national legislative processes is valuable as is the ability to work with legislative officials to promote the work and agenda of MNCASA and its membership.
- Effective fundraising skills and the ability to inspire a diverse set of donors to invest in the mission of MNCASA
- Experience executing a variety of approaches to fundraising and donor development.
- Experience managing an organization's finances and setting and managing annual budgets.
- Experience working with or for a Board of Directors.

## LEADERSHIP CHARACTERISTICS

The new Executive Director will possess the following characteristics:

- A visionary style that brings people together to support the mission.

- Passion for building a team environment, and supporting a collaborative work culture across multiple disciplines and office locations.
- Because MNCASA represents a coalition of members, the Executive Director will be a collaborative leader and consensus builder to assure a strong relationship and coordinated effort within the coalition.
- MNCASA seeks a positive change maker, and an empowering positive leader capable of driving change both within and outside the organization.
- Proven ability to successfully supervise, manage, and develop staff, and commitment to ongoing learning and development.
- A style that values creativity and innovation.
- Commitment to uphold the highest standards of ethics, accountability, and transparency.
- Excellent communication skills and the ability to inspire the trust and confidence of the organization, public, and client communities. This includes excellent written and verbal communications skills including facilitation and public speaking.

## **COMPENSATION AND BENEFITS**

The target compensation range is \$100,000-\$120,000 annually along with participation in the organization's comprehensive benefits program.

The benefits program includes generous paid time-off (6-plus weeks annually), along with paid holidays, a retirement plan with organizational match, health insurance through BlueCross BlueShield, organizational-paid dental insurance, organization-paid life insurance, short- and long-term disability insurance and a comprehensive EAP.

## PRESENTING THE TWIN CITIES OF MINNEAPOLIS AND ST. PAUL

When the Twin Cities hosted the Super Bowl in 2018, it cast an international light on what the organizing committee dubbed “The Bold North.” It also gave the world an up-close and personal view of what those of us who live here already knew. Minnesota Nice is for real.

The Twin Cities of Saint Paul and Minneapolis are a unique blend of small town and major cosmopolitan hub. Both urban cores boast a thriving business atmosphere. Saint Paul, as the state capitol, is home to state government and has a more historical vibe. Minneapolis is the larger and more commercial of the two cities. Outside of the central downtowns, however, both cities have many distinct neighborhoods, and residents identify more with their individual communities than with the larger city as a whole. And the best news is housing in most of our friendly neighborhoods is affordable and welcoming.

The Twin Cities lives up to its Bold North tagline in every way. Residents enjoy four very distinct seasons,

each providing unique joys.

According to the website WalletHub, Minneapolis ranks 12th in America for cities with the most green space. Both cities share a common root of being river towns, and the great outdoors is a major attraction for residents and visitors alike. In addition to the mighty Mississippi River, there are more than 900 lakes in the metro area and surrounding suburbs, upwards of 300 parks, and miles of biking and walking trails.

Nearly every weekend in the summer there are several outdoor events for participants and spectators—triathlons, biking races, running races, boat races, water skiing competitions, cultural celebrations, golf tournaments, and more.

The summer highlight for many Minnesotans is the Minnesota State Fair. One of the largest of its kind in the country, ours is a world-class showcase of Minnesota’s best in agriculture, industry, arts and entertainment.



Held on a 320-acre parcel located between St. Paul and Minneapolis, it is a self-supported organization and has been held on the Minnesota State Fairgrounds every year since 1885.

As summer turns to fall, the region puts on a breathtaking autumn show that draws visitors from miles around. While fall is a fleeting spectacle, the active lifestyle of Minnesotans doesn't go dormant during the winter either. Being hardy in every way, we take advantage the miles of cross-country skiing trails, downhill ski areas, ice skating, snowmobiling, sledding, and ice fishing.

In recent years Minneapolis and St. Paul have become two of the **most diverse cities in America**. Almost six percent of the population identifies as LGBTQ, with many Twin Cities' organizations in arts, politics, culture, advocacy and religious sectors serving the community.

Minnesota's Somali community is one of the largest in the United States. St. Paul is the heart of Minnesota's Hmong community as well, and is home to the largest urban concentration of Hmong residents in the country. **It is by design that we've embraced such ethnic uniqueness.** Our multi-cultural communities present us with diversity in the workplace, a strong workforce and an added bonus of getting to know the world, and coming to understand different cultures on a more intimate scale right here at home.

One of the best places to get a taste of our many blended cultures is Midtown Global Market on Lake Street in Minneapolis. Midtown Global Market is a welcoming indoor market and meeting place featuring an abundance of ethnic dishes, gifts and groceries, from Mexican and Middle Eastern to Vietnamese, Indian, Swedish and Italian.



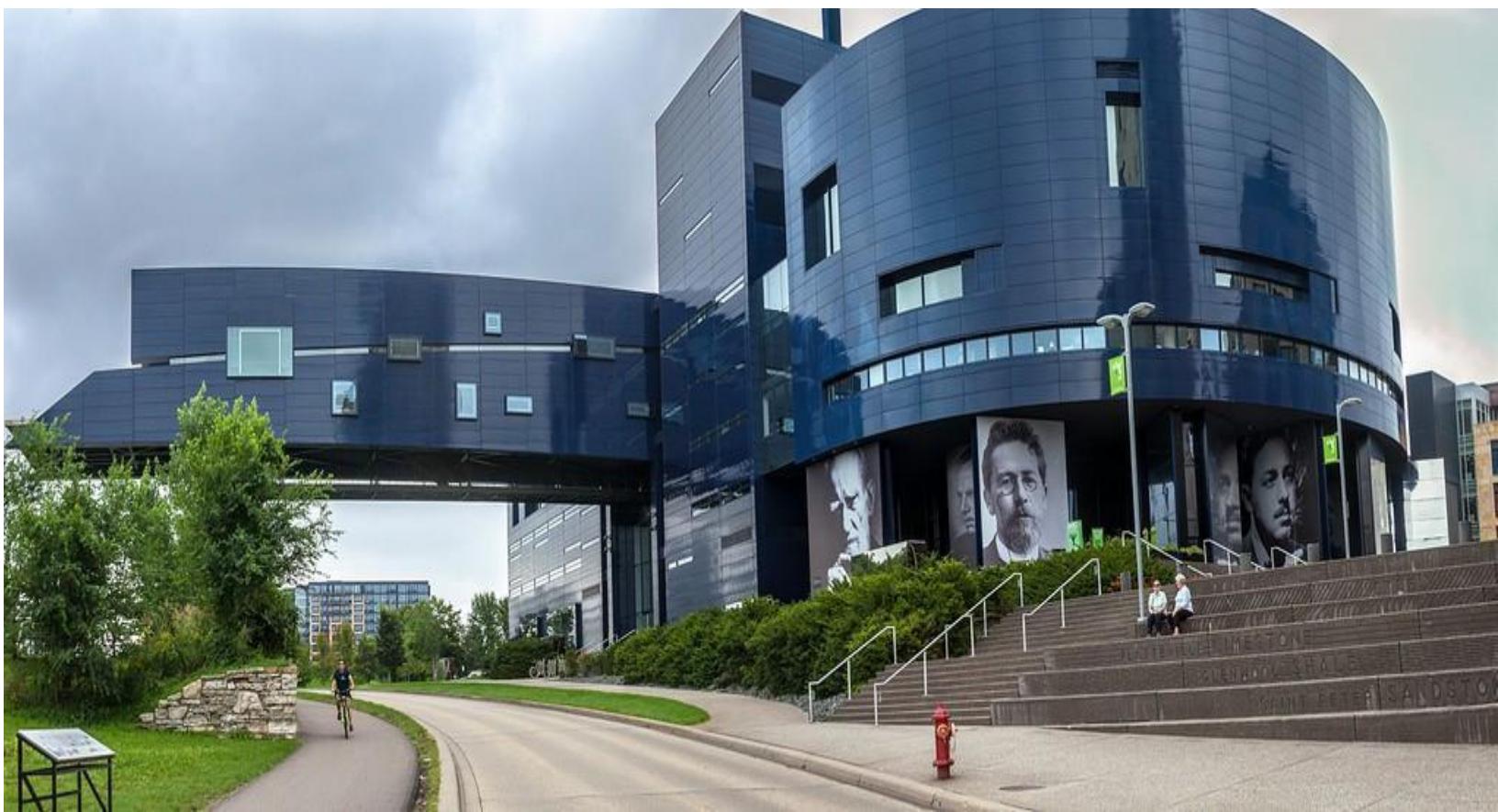
Many Hmong and Vietnamese restaurants and shops are located in the Frogtown neighborhood as well, on and around University and Lexington avenues. Hmongtown Marketplace on Como Avenue and Hmong Village on Johnson Parkway on St. Paul's East Side feature a wide variety of traditional foods, clothing, fabrics and crafts, as well as farmers markets.

There are countless arts and culture offerings in the Twin Cities. The Grammy Award-winning Minnesota Orchestra has a reputation as one of the top orchestras in the world. The Saint Paul Chamber Orchestra is also regarded as one of the finest chamber orchestras in the world.

Since the early 1960s, the Guthrie Theater has staged outstanding shows from the classical to the modern. Popular national shows and performers also tour through the Twin Cities year-round at stages in both Minneapolis and Saint Paul, and at the University of Minnesota.

If you are a theatre-goer in the Twin Cities you'll never have a dull moment. According to the Western States Arts Federation, Minneapolis ranks as the fifth-most "creatively vital" city in the country, right after D.C., LA, NYC and Boston. The Penumbra Theatre in St. Paul is the country's oldest African American theater.

We boast more than 40 venues with a variety that even the most seasoned thespian would notice.



There are the magnificent musicals that play on the State, Orpheum, and Pantages stages and lots of local talent making a statement on stages such as the Southern Theater, New Century, and Illusion.

Theater is also a large component of life in Saint Paul. The gorgeous 1000-seat Fitzgerald Theatre acts as Minnesota Public Radio's largest broadcast studio. Staged productions commission authors, artists and radio hosts to create programming for the public radio community. The Fitzgerald Theater is St. Paul's oldest theater and celebrated its 100th anniversary in 2010.

The Ordway Center for the Performing Arts has been recognized as one of America's leading not-for-profit performing arts centers, and is home to a wide variety of performances throughout the year providing the finest in musical theater, music, dance, and vocal artists in its Music Theater and Concert Hall. In addition, each year the Ordway presents its Flint Hills Family Festival, serving more than 50,000 children and adults through its Ordway Education programs.

Dance companies such as James Sewell Ballet, Minnesota Dance Theatre, Ragamala, Zenon Dance Company and TU Dance perform at an array of venues including the renovated Cowles Center.

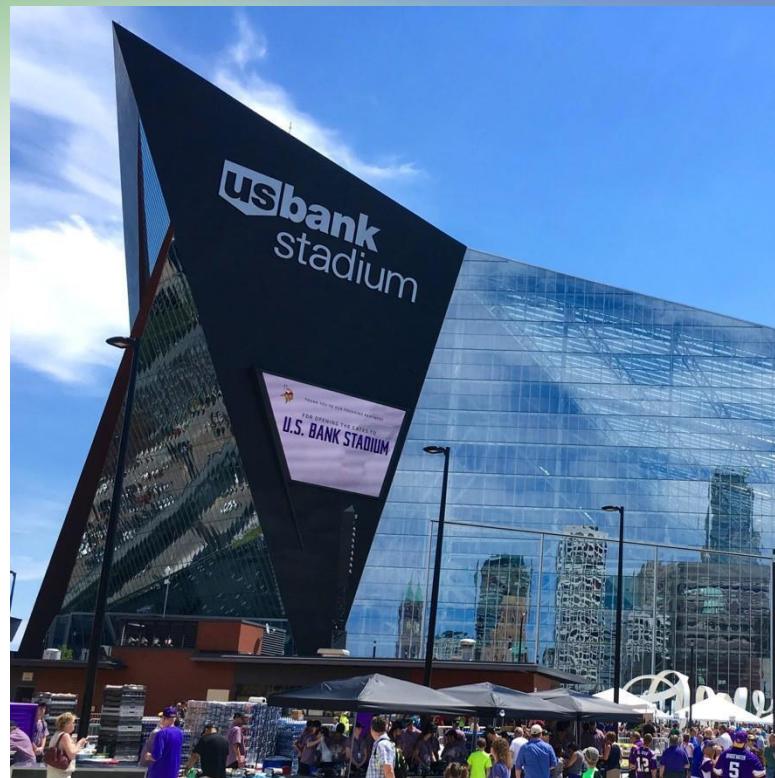


For the museum-goer, there are more than 60 museums in the metro area. The Science Museum of Minnesota and the Minnesota Children's Museum are interactive learning facilities and fun experiences for the entire family. The African American Heritage Museum and Gallery and the Minnesota History Center are museum for all ages with permanent and changing exhibits, lectures and events.

The Minneapolis Institute of Arts has a collection of more than 100,000 pieces. The Walker Art Center has been called "possibly the best contemporary art museum in the U.S." by Newsweek, and has over 11,000 pieces. The University of Minnesota's Weisman Art Museum is also a contemporary art destination.

The Somali Museum of Minnesota on East Lake Street features hundreds of traditional Somali artworks and artifacts as well as educational programs.

For those who prefer activity of the spectator variety, the Twin Cities is home to the Minnesota Twins, Minnesota Vikings, Minnesota Wild and the Minnesota Timberwolves. We are also the home of the four-time WNBA Champion Minnesota Lynx and the Minnesota United soccer team. We host in some of the best sporting facilities in the county, including Target Field, home of the Minnesota Twins,



and USBank Stadium, a brand new, enclosed stadium where the Minnesota Vikings host their NFL games. Additionally, the stadium hosts early season college baseball games of the University of Minnesota Golden Gophers.

Popular music abounds, from the Grammy-winning Sounds of Blackness to Atmosphere. Outdoor concerts and festivals such as the Basilica Block Party and Rock the Garden are a common and popular activity. After all, artists from Bob Dylan to Prince have called the Twin Cities home.





The Twin Cities offer award-winning restaurants (several chefs have been regional James Beard Award winners). In addition to the popular Mall of America, there are plenty of unique shopping districts in both cities and in the suburbs.

Beyond sports, the great outdoors, entertainment, and culture, perhaps the biggest attraction for the Twin Cities is the lifestyle. Forbes hailed Saint Paul and Minneapolis as one of the nation's healthiest metros and USA Today named Saint Paul as North America's "Most Romantic City."

Minneapolis/St. Paul is also proud to have a world-class international airport. In fact, the Airports Council International named MSP the 2017 Best Airport in North America in its size category, with more than 25 million passengers a year.

Networking groups in technology, manufacturing, healthcare and education support their professions. Active Chambers of commerce further business interests and First Fridays Twin Cities celebrates African American excellence.

The Twin Cities is a vibrant, richly diverse Midwestern community where Minnesota Nice is alive and well. We are the perfect blend of small town/big city and our residents pride themselves on their warm and welcoming ways. There is a reason Business Insider ranked Minneapolis/St. Paul number nine on its Top 50 Places to Live in America. We really are all that and more!



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