



Executive Director Position

Job Overview: Texas Network of Youth Services is looking for an Executive Director to lead the organization! The Executive Director will report to and work closely with the TNOYS Board of Directors and will lead staff, contracted support, and the TNOYS membership in development and implementation of strategies to strengthen critical services for Texas youth and families. The Executive Director will oversee the daily activities of the organization and ensure strategic initiatives are executed.

Location: Austin, Texas

Key Responsibilities:

- Under the direction of the Board of Directors, leads the mission and vision of the organization to strengthen services for Texas youth and their families so they can overcome challenges and achieve healthy development.
- Implements organizational strategic plan, based on analytics and projections, and reports progress on implementing the strategic plan through use of a dashboard.
- Builds and utilizes relationships with current and potential member organizations to strengthen the organization's mission through increased member enthusiasm and involvement. Partners with member organizations to advocate for and influence policy decision-making, best practices, and potential funding opportunities that positively shape youth services in Texas.
- Develops and works with the Board on internal organizational matters and strategic direction.
- Ensures the on-going development of a collaborative, engaged, and effective organizational culture and remote work environment that supports TNOYS core values, approach, top priorities, and strategic initiatives.
- Develops and implements the annual operating budget and provides fiscal management to ensure TNOYS is a financially viable, sustainable organization with adequate resources for growth.
- Oversees business development, marketing plans, and organizational communications plans.
- Provides oversight and strategic guidance for TNOYS' public policy advocacy and effectively represents TNOYS with state and federal policy makers, as needed and appropriate.
- Develops and maintains collaborative working relationships with relevant state and federal agencies, advocacy organizations, and associations.

Core Values and Skills:

- Action Oriented – Takes on new opportunities and challenges with a sense of urgency, high energy and enthusiasm.
- Interpersonal Savvy – Relates openly and comfortably with diverse groups of people across levels, functions, cultures, and geography.
- Values Differences – Recognizes the value that different perspectives and cultures bring to an organization; is sensitive to socio-economic and cultural norms and ways of communicating.
- Instills Trust – Gains the confidence and trust of others through honesty, integrity and authenticity.
- Situational Adaptability – Adapts approach/demeanor for the shifting demands of situations.
- Decision Quality – Makes good and timely decisions that keep the organization moving forward.
- Ensures Accountability – Holds self and other accountable to meet commitments.

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- Manages Conflict – Handles conflict situations effectively, with a minimum of noise.
- Drives Engagement – Creates a climate where people are motivated to do their best to help the organization achieve its objectives.
- Demonstrates self-awareness – Uses a combination of feedback and reflection to gain productive insights into personal strengths and weaknesses.

Qualifications:

- Requires a Master’s degree in public policy, public administration, business administration, or a related field and requires at least 3 years’ relevant leadership experience; or
- Requires a Bachelor’s degree in public policy, public administration, business administration, or a related field and requires at least 5 years’ relevant leadership experience; or
- Minimum 7 years of relevant experience in a senior leadership role; or
- Equivalent combination of education and experience.
- Demonstrated experience and success in working with a nonprofit Board of Directors, with members or constituents, and in teamwork and collaboration.
- Demonstrated experience and success working in the public policy arena, including with government agencies, and a strong understanding of topics relevant to systems, capacity building, and systems change.
- Experience building and managing a complex budget and implementing appropriate fiscal accountability and internal controls.
- A working understanding of legislative processes, advocacy, and policy analysis.
- Ability to effectively work with diverse constituents including: youth and families, youth-serving organization staff, government agency staff, policymakers, and donors.
- Must be able to handle multiple roles and priorities.
- Must be able to provide both hands-on work as well as effectively delegate to small staff team.
- Ability to effectively manage others in an environment where employees work remotely.
- Excellent communication skills, both written and oral; including strong presentation skills.
- Ability to raise the visibility of the organization and expansion of the membership base.
- Demonstrated experience with fundraising (foundation relations, individual giving and/or corporate or major gifts) as well as acquisition and stewardship of public contracts.
- Proficient in Microsoft Office products including Word, Excel, and PowerPoint. Proficient in email and comfortable with video conferencing and use of webinar technology.

Position Type: This is a salaried, exempt position offering a competitive salary and benefits package.

Application Instructions: Please submit a cover letter and resume to EDsearch20@tnoys.org.

Closing Date: Open until filled.

About Texas Network of Youth Services (TNOYS):

For forty years, TNOYS has been a leading organization working to strengthen services and support for Texas youth and their families so they can overcome challenges and achieve healthy development. TNOYS envisions a Texas where all young people are valued, their strengths are recognized, their voices are

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heard and respected, and they have access to the resources, opportunities, and support they need to achieve their goals. To learn more, visit www.tnoys.org.

Texas Network of Youth Services is an equal opportunity and affirmative action employer and strongly encourages members of traditionally underrepresented communities to apply, including people of color, LGBTQ+ identified people, gender-nonconforming people, individuals with disabilities, veterans, and people who speak a language in addition to English.

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