



EXECUTIVE DIRECTOR

ABOUT THE RUTH ELLIS CENTER

Founded in 1999, the Ruth Ellis Center (REC) has established a national reputation for quality and innovation in providing comprehensive, trauma-informed services for lesbian, gay, bi-attractional, transgender and questioning (LGBTQ+) youth and young adults, with an emphasis on young people of color experiencing homelessness, involved in the child welfare system, and/or experiencing barriers to health and wellbeing. What began as a 500-square-foot safe space in Highland Park, MI has evolved into a multi-faceted organization operating four facilities spanning the cities of Highland Park and Detroit, providing outreach and safety-net services, fully-integrated primary and behavioral health care services and case management, skill-building workshops, HIV prevention programs, and more. REC works toward its vision through five core programs that support the LGBTQ+ youth and young adult community.

The Health and Wellness Center works in partnership with Henry Ford Health System and Detroit Wayne Integrated Health Network to provide care in the form of visits for short- and long-term medical issues, vision and hearing screenings, STD testing and treatment, HIV prevention, testing, and guidance, transition care for transgender youth, birth control, individual and group counseling, and substance use disorder treatment and prevention.

The Drop-In Center is a safe place for LGBTQ+ young people ages 13-30 to simply be themselves and have a space to hang out with one another. Services and resources include meals, gender identity support groups, laundry facilities, a cyber-center, and recreation options. New and expanding programming include building the youth leadership pipeline, creating workforce and entrepreneurial development programming, and offering additional educational opportunities.

REC currently operates three housing programs. Rapid Re-Housing helps LGBTQ+ youth and eligible family members quickly stabilize their housing so they can focus on pursuing their personal goals. The Kelly Stough Project serves survivors of human trafficking who identify as LGBTQ+ by providing temporary rental support, case management, and employment assistance. The brand new Clairmount Center, REC's permanent supportive housing program, features 43 apartment units, a shared community space, and an on-site Health and Wellness Center, where residents can access medical care, behavioral health services, and case management.

The Center for Lesbian and Queer Women and Girls (CLQ) provides advocacy, outreach, and case management services through an equity lens to empower girls and young women between 13-30 years old. In establishing the CLQ, REC takes the needs and desires of every young lesbian/queer person seriously so that they can provide programs and activities that create health, smart, strong, and active girls and women.

Key Facts

- 39 total staff
- \$4.5M budget
- 17-member Board of Directors
- [Racial Equity Statement](#)

Mission & Vision

MISSION

To create opportunities with LGBTQ+ young people to build their vision for a positive future.

VISION

A world where LGBTQ+ young people are safe and supported no matter where they go.

Visit



Finally, the Ruth Ellis Institute (REI) centers the experiences of LGBTQ+ youth to inform and change nation-wide systems of care through education and evaluation. They are a national industry leader for consulting, training, and technical assistance in serving LGBTQ+ children, young people, and their families.

Learn more about the Ruth Ellis Center here: <https://www.ruthelliscenter.org/>

THE POSITION

The Executive Director is the key management leader of the Ruth Ellis Center and is responsible for ensuring a vision and strategy to fulfill the organization's mission. The Executive Director works closely with the Leadership Team to align the mission and vision, and to ensure that the team is working together to successfully achieve strategic objectives. The Executive Director is responsible for overseeing the administration, programs, and strategic plan of the center. They report to a 17-member Board of Directors and manage eight direct reports.

The ideal Executive Director will be a compassionate and collaborative leader who is able to bring teams together through a culture of trust and transparency. They will be a strategic, critical, and creative thinker capable of guiding the organization to be more proactive in its mission. They will center racial equity in the agency's work, bringing a strong understanding of intersectionality and its impact on staff and participants. The Executive Director will be a vocal advocate on behalf of the LGBTQ+ community, a sought-after partner for other community organizations, and an adept fundraiser.

MAJOR OBJECTIVES

Within the first 12 to 18 months, the Executive Director will achieve the following major objectives:

- With the Board and Senior Leadership Team, assess the current state of the Ruth Ellis Center and develop strategies that maximize program effectiveness, strengthen policies and procedures, and recognize the needs of a high-performing staff.
- Further a culture of equity, transparency, and power sharing across the organization with a goal of increasing staff engagement and facilitating stronger collaborations between the staff and Board.
- Deepen the external relationships that support the work of the Ruth Ellis Center, including external funders, government agencies, community partners, and the press.

RESPONSIBILITIES

The Executive Director will have the following primary responsibilities:

- Lead the agency in a manner that supports and guides the agency's mission as defined by the Board of Directors.
- Ensure effective communication with the Board and provide accurate and timely information necessary for the Board to function and make informed decisions; establish a structure for and facilitate appropriate engagement between Board members and the agency's staff, volunteers, supporters, and program participants.



- Oversee and support the creation of a comprehensive development plan, leading to a broad and diversified funding mix; take a lead role in cultivating and soliciting individual donors, including maintaining and enhancing relationships with existing funders and engaging with new donors.
- Engage the Board in targeted and meaningful fundraising endeavors.
- Provide vision and direction to engage in the collaborative development of the strategic plan to ensure mission fulfillment.
- With the Leadership Team, ensure that all programs align with the agency's strategic plan to meet the needs of the community and carry out the mission.
- Lead the Leadership Team to ensure long- and short-term planning and institutional effectiveness regarding all administrative and operational functions and services.
- Identify changes or trends in the community served by the agency.
- Cultivate and model an environment of transparency and communication throughout the organization; set the tone for collaboration and meaningful employee engagement.
- Foster a culture that inspires, attracts, develops, and retains diverse, top-quality staff and volunteers.
- Assess the organizational structure on an ongoing basis to ensure alignment with the agency's strategic priorities, including staff capacity, program effectiveness, and sustainable growth plans.
- Ensure that effective human resource practices are in place, including the recruitment, development, evaluation, and retention of a diverse staff.
- Ensure commitment to and compliance with all applicable laws and regulations across the organization.
- Enhance the agency's image by being active and visible in the community, working closely with other professional, civic, public, and private organizations.
- Serve as primary spokesperson to agency's stakeholders, media, and the public.

QUALIFICATIONS

The ideal candidate will bring most of the following qualifications and skill sets:

- A commitment to the mission, vision, and values of the Ruth Ellis Center; a demonstrated understanding of the issues facing LGBTQ+ youth and young people.
- Familiarity with trauma informed care, harm reduction, restorative justice, and positive youth development.
- LGBTQ+ cultural competency and a dedication to racial equity; the ability to foster a culture that embraces diversity, equity, and inclusion at all levels.
- At least five years of senior leadership experience in a nonprofit setting, preferably one with a mission or programs that address homelessness, child welfare, and/or youth wellbeing.
- Exceptional leadership skills, with successful experience in fundraising, fiscal management, strategic planning, community relations, and staff and board relations.



- Prior experience working effectively in partnership with a governance board and/or board committees; experience engaging board members in fundraising and advocacy initiatives.
- Excellent communication skills with the ability to motivate and inspire staff, board, volunteers, and the community, and engage them in a proactive and positive manner.
- Excellent interpersonal skills, with an ability to work effectively with diverse individuals, groups, and communities; high-energy, confidence, and a sense of humor.
- A critical and strategic thinker, with the ability to problem solve and proactively address concerns and challenges; strong conflict management and negotiation skills.
- A bachelor's degree or equivalent professional experience is required. A master's degree in business administration, nonprofit administration, social work, public health, or a related field would be an advantage.

COMPENSATION AND BENEFITS

The salary range for this position is \$145,000 to \$155,000. Benefits include medical, dental, and vision insurance; generous paid time off; twelve holidays; 403(b) retirement plan; and paid family leave.

APPLICATION

The Ruth Ellis Center has retained Campbell & Company to conduct this search. The team for this project includes Emily Miller, Angèle Bubna, and Kris McFeely. To be considered for this opportunity, please send a letter of interest and resume to:

ANGÈLE BUBNA

Associate Consultant, Executive Search

angele.bubna@campbellcompany.com

(312) 896-8883 direct

The Ruth Ellis Center is an equal opportunity employer and makes employment, compensation, assignment of work, and promotion decisions on the basis of merit. We want to employ the best available people in every position. The agency does not discriminate based on race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, marital status, national origin, citizenship, veteran status, age, disability as protected by federal, state, and local laws, genetic information, or any other characteristic that is protected by law.



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