



**FREEDOM
FORWARD**



**Venture
Leadership
Consulting**

Position Description & Candidate Profile

Executive Director

2021 Search Criteria

Freedom Forward



Strategic Initiatives



HYPE CENTER

A one-stop drop in for youth to meet their needs from multiple providers in one place



FAM

Reimagining foster care for teens in San Francisco



LAUNCHPADS

A host home matching platform for youth in extended foster care

About Freedom Forward

Founded in 2016, Freedom Forward works to prevent the commercial sexual exploitation of youth in San Francisco by transforming the systems that too often contribute to their exploitation. Freedom Forward is a connector of diverse stakeholders and is well-respected at the local and state levels.

Guided by the voices of youth, Freedom Forward pilots collaborative and replicable approaches to address systemic failures, and develops resources and tools so that all youth in the San Francisco community, including those in foster care, have the opportunity to thrive. Freedom Forward believes that addressing complex social problems requires new and highly-collaborative approaches to shift the very systems that created or enabled them.

GUIDING PRINCIPLES:

Listening to youth, fostering thoughtful innovation, embracing complexity, weaving a connected ecosystem, nourishing strengths and well-being, and approaching the work with humility but not fear.



The **HYPE Center** is a multi-services drop-in center designed by and for youth that provides services, resources, and opportunities to young people who have experienced the foster care or probation system, homelessness, and/or the sex trade.



Family and Me ("FAM") is a new model of foster care designed to meet the needs of youth impacted by or at risk of commercial sexual exploitation. It aims to create a new approach to family-based foster care that includes comprehensive support for both youth and caregivers and allows youth to stay within their communities, connected with the people they love.



Launchpads is an online platform that connects individuals with extra space in their homes with youth in extended foster care who are in need of housing. The platform allows youth to find safe, appropriate placements that offer the stability necessary for them to thrive.



Venture
Leadership
Consulting

Venture Leadership Consulting is a collective of strategic thinkers who are committed to creating high-impact community change through integrated support for non-profit organizations.

WWW.VENTURELEADER.ORG

Position

overview



Location

SAN FRANCISCO



Reports to

BOARD OF DIRECTORS



Position Classification

FULL TIME / EXEMPT



Desired Start Date

FALL 2021



Number of Staff

09



Operating Budget Size

\$2.0M

Our Needs From An Executive Director

Freedom Forward is seeking an ambitious and resourceful leader who will bring applicable knowledge of programmatic content, organizational management, fundraising, and partnership-building. The Executive Director (ED) will have overall strategic and operational responsibility for Freedom Forward's staff, programs, and expansion.

This is an exceptional opportunity to provide visionary and adaptive leadership within a flourishing organization, to model Freedom Forward's guiding principles throughout programmatic work, and to foster an internal culture that reflects them. The ED will actively partner with Board members, staff, advisors, and allies to ensure the efficacy of the organization's impactful programs.

The ED will lead a talented and values-centered team of changemakers who are actively working to prevent commercial sexual exploitation and support foster youth in San Francisco. Now in its fifth year of operations, Freedom Forward is poised to fully launch several key programs in 2021/2022 that had been partially delayed due to COVID.

The organization is seeking a leader who can balance program implementation with future innovation, expansion, advising, and/or replication. Freedom Forward's ethos around programmatic and systemic innovation includes disrupting what doesn't work by bringing together frontline leaders and youth to participate in re-imagining solutions together.

Freedom Forward has a "people first" culture where authenticity, warmth, transparency, and trust-building are highly valued. The team is committed, collaborative, flexible, humble, and inclusive. Critical thinking is highly valued as a way to generate systemic solutions, and wellness is held up as a key principle. The organization has high standards and a sense of accountability to continually center the communities they serve.

The role requires strong attention to detail for executing strategy, while also collaborating with the Board to envision future opportunities. As an innovative and nimble work community, Freedom Forward seeks a leader who can bring energy and creative ideas about future programmatic impact, collaboration, thought leadership, and research.

Executive Director

KEY RESPONSIBILITIES



Strategic Leadership

- ✔ Partner with the Board and staff to develop the vision and long-term strategy. Execute on short-term priorities while maintaining a forward-thinking mindset.
- ✔ Recruit, supervise, support, develop, and retain a high-performing team. Maintain a positive and productive team culture.
- ✔ Center equity across all internal and external work. Oversee and implement a diversity, equity, inclusion, and belonging (DEIB) strategy.

Programmatic Leadership

- ✔ Oversee programmatic implementation and rigorous program evaluation.
- ✔ Support program leaders to set and achieve program deliverables.
- ✔ Ensure that programs are codifying learning for replication beyond San Francisco.

Operational, Administrative, & Financial Leadership

- ✔ Prepare and manage the annual budget with the support of the Finance Manager, Board Treasurer, and programmatic leads. Ensure a successful annual 990 filing and audit process.
- ✔ Oversee improvements to internal systems, policies, and procedures.
- ✔ Oversee human resources, risk management, compliance, and reporting.
- ✔ Use both quantitative and qualitative analysis to monitor organizational progress.

Fundraising & Partnerships

- ✔ Design the resource development strategy and serve as lead fundraiser.
- ✔ Cultivate and steward potential and current funders (individual donors and government agencies).
- ✔ Actively build and nourish partnerships to expand organizational impact

Thought Leadership & External Representation

- ✔ Represent and serve as spokesperson to the general public, special constituencies, donors, and the press. Serve as a thought-leader through writing and public speaking.
- ✔ Oversee the organization's public-facing image, including the website, communications, and social media platforms.
- ✔ Proactively track best practices, research, and new approaches to preventing sex trafficking, commercial sexual exploitation, and supporting survivors and foster youth.



Note that we value deep connection to the mission/ guiding principles over perfect alignment of all qualifications and considerations listed below.

Ideal Candidate

we are seeking a leader who

PRIORITIZES RELATIONSHIPS:

- ✔ Is a natural relationship and partnership builder who loves to collaborate.
- ✔ Enjoys coaching teams and engaging with colleagues across all levels of the organization to share best practices and challenges.
- ✔ Communicates well, is a good listener, and is caring and approachable.
- ✔ Has empathy and respect for youth, especially those impacted by commercial sexual exploitation, sex trafficking, and those navigating the foster care and/or juvenile justice systems.

IS RESULTS-DRIVEN:

- ✔ Is organized, solutions-focused, decisive, and resourceful.
- ✔ Is not afraid to roll up their sleeves to move a project forward.
- ✔ Knows how to develop metrics to drive change and celebrate progress.
- ✔ Has a knack for refining operational processes and leading by example with accountability, adaptability, and follow-through.

HAS FUNDRAISING & AMBASSADORIAL EXPERIENCE:

- ✔ Is an inspirational organizational ambassador. Has a strong voice and point of view.

- ✔ Has experience with fundraising from individuals and government agencies.
- ✔ Feels confident and comfortable engaging with city/county leaders, stakeholders from partner organizations, and youth.
- ✔ Has an existing network of funders, partners, and colleagues in related fields.

HAS A CONNECTION TO OUR COMMUNITIES:

- ✔ Has proximity to the San Francisco Bay Area youth advocacy community and/or relevant lived experience.
- ✔ Is passionate about building a city and system where all young people can thrive.
- ✔ Is deeply committed to equity and social justice.
- ✔ Values centering youth voices, fostering thoughtful innovation, embracing complexity, and weaving a connected ecosystem.

HAS APPLICABLE CONTENT KNOWLEDGE:

- ✔ Is familiar with foster care system and factors that lead to human trafficking and the commercial sexual exploitation of youth.
- ✔ Has experience with programmatic content and themes (e.g., prior direct service experience with youth).
- ✔ Has experience navigating government, policy, and partnership dynamics.

Qualifications & Compensation

OTHER DESIRED QUALIFICATIONS

- ✓ Demonstrated track record of growing and sustaining a non-profit organization or program.
- ✓ Experience working on, or with non-profit boards. Understanding of effective governance practices.
- ✓ Fluency with organizational and operational practices, particularly with human resources, budgeting, and financial management.
- ✓ Direct experience with donor cultivation and stewardship.

OTHER CONSIDERATIONS:

- ✓ Fluency in English is required. Fluency in other languages spoken in the San Francisco community is desirable.
- ✓ This position requires onsite work at the San Francisco, CA office location. Some remote working and schedule flexibility is possible.
- ✓ Must be authorized to work in the United States.
- ✓ Candidates who have experienced commercial sexual exploitation or sex trafficking, or who have lived experience with the juvenile justice system, foster care system, homelessness, and/or sex trade are strongly encouraged to apply. If this describes you, please know that we value your experiences.

COMPENSATION & BENEFITS:

Freedom Forward will offer a competitive compensation package commensurate with experience.

Other benefits include:

- ✓ 100% employer-paid health, dental, and vision insurance for employees and employee's dependent children
- ✓ Paid time off: 20 days of vacation per year, plus additional paid holidays and sick leave
- ✓ Funding for professional development
- ✓ Access to an employer-sponsored 401(k) plan

How to Apply

- ✓ Please send a resume and thoughtful cover letter to executivesearch@ventureleader.org with the subject line: "Freedom Forward Executive Director Search: [Your Name]."
- ✓ Your cover letter should (1) describe how your skills and experience align with the position description and (2) your passion for Freedom Forward's mission and guiding principles.
- ✓ Note: Applications will be reviewed on a rolling basis and earlier applicants may receive priority consideration. To be considered, VLC encourages all interested candidates to submit their applications promptly. All applications will be held in strict confidence.

Equal Opportunity Employment

Freedom Forward maintains a strong commitment to diversity, equity, inclusion and belonging. We believe that all institutions should more fully reflect the world we live in and we commit to providing a workplace that is safe and welcoming to all.

All qualified applicants will receive consideration for employment without discrimination regarding race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability or protected veteran status, or any other legally protected basis, in accordance with applicable law.