



Empower Yolo

Position Title: Executive Director
Position Type: Exempt
Annual Salary: \$110,000-140,000 DOE
Location: In Person, Yolo County CA

Are you an experienced nonprofit leader with a passion for equity, community well-being, and organizational excellence? We are seeking a seasoned Executive Director to lead our nonprofit agency dedicated to supporting survivors of domestic violence, sexual assault, child abuse, and human trafficking, while providing critical resources to vulnerable residents of **Yolo County**—a diverse region in Northern California known for its strong sense of community, vibrant agricultural roots, and commitment to social justice. Join us in advancing safety, healing, and empowerment for those who need it most.

As Executive Director, you will serve as the chief executive officer of the Agency, responsible for the overall leadership, financial health, program delivery, staffing, and operational management. This includes working closely with the Board of Directors to develop and implement policies, and to facilitate the Board's oversight of the Agency. You will work in partnership with staff and external stakeholders to ensure the delivery of high-quality programs and services that address critical community needs.

Relationship with Board of Directors:

- Assists the Board in policy making for the effective operation of the Agency;
- Implements all policies adopted by the Board.
- Keeps the Board informed of opportunities and obstacles regarding Agency programs, services and/or community/client needs.

Organizational Operations:

- Has chief administrative responsibilities for the Agency, and carries primary staff responsibility to ensure that the legal obligations and public accountability of the Agency are met.
- Ensures compliance with all local, state and federal regulations and standards, including regular reporting to appropriate public/private agencies.
- Represents the Agency in interactions involving contractors, government agencies, community groups, and the public-at-large.
- Ensures maintenance of Agency facilities and equipment.

Program Management:

- Works with the Management Team to identify future needs and develop strategies for meeting the changing needs and goals of the Agency.
- Evaluates programs and services provided by the Agency in relation to specific goals, priorities, and standards. Makes or recommends modifications as appropriate.
- Implements grant compliance guidelines.

Finance Management:

- Ensures fiscal accountability and directs all financial affairs of the Agency.
- Ensures financial records and practices are in accordance with accepted accounting principles.
- Oversees and ensures the preparation of monthly financial reports, an annual audit, and prepares budgets (annual, grant-specific, capital, etc.).
- Identifies and pursues new and/or potential sources of revenue (i.e. public and private grants, community contributions, etc.).
- Updates annual cost allocation plan and internal controls.

Fundraising:

- Provides leadership in planning, developing, and implementing short and long-term funding goals.
- Provides broad direction to the Agency's Director of Development, including developing comprehensive annual and long-term fundraising plans.
- Meets with public officials and other community members as appropriate to enhance the Agency's funding.

Personnel Management:

- Provides overall supervision and management of Agency personnel.
- Ensures implementation of Agency personnel policies, State Fair Employment Practices, and other applicable laws and regulations
- Oversees recruitment, hiring, training, evaluation, and disciplinary action as needed including dismissing staff when necessary, in accordance with accepted procedures.

Community Relations:

- Directs all public relations activities, client relations, and interagency relations functions.
- Maintains close, cooperative working relationships with law enforcement, criminal justice, social services, medical and educational, and other community agencies.
- Serves on appropriate interagency committees and acts as the Agency's community liaison.

Knowledge, Skills, and Abilities;

- 7-10 years of management and supervisory experience in a nonprofit or similar agency.
- Demonstrated knowledge of nonprofit agency financial management practices and policies.
- Demonstrated commitment to and understanding of the issues impacting survivors of domestic violence, sexual abuse, child abuse, and human trafficking; unhoused populations; immigrant communities; and other socially and economically vulnerable populations.
- Demonstrated excellence in strategic verbal and written communication to effectively engage diverse stakeholders, including staff, board, funders, media, and community partners. Proven leadership in nonprofit or community-based settings.
- High sensitivity to and respect for cultural diversity and individual client survival strategies.
- Ability to thrive in dynamic, crisis responsive work environments that require adaptability, teamwork, and a trauma-informed approach. Confidence and professionalism in engaging with systems partners, including law enforcement, correctional officers, probation officers, and Child Protective Services.

- Certification in peer counseling for domestic violence and sexual assault (as described in California Evidence Code sections 1035.2 and 1037.1) is required upon hire; training can be provided if not currently held.

EMPOWER YOLO is an equal opportunity employer and does not discriminate in regard to race, age, cultural or religious background, disability, gender, gender identity/expression, or sexual orientation. All qualified candidates of all backgrounds are encouraged to apply.

TO APPLY please submit a resume and cover letter outlining your experience and interest to boardchair@empoweryolo.org. The priority deadline to apply is July 13, 2025.