

## **Two Spirit & Native LGBTQ+ Center for Equity (2S Center)**

### **Executive Director (Full-Time)**

#### **About the Organization:**

Over the last several decades, many efforts to organize within Two-Spirit and Native LGBTQ+ communities have come and gone because of a lack of resources and financial support. The Two Spirit & Native LGBTQ+ Center for Equity (2S Center) is a national non-profit developed to address the needs for advocacy, resources, violence prevention, and healing in the Two-Spirit/Native LGBTQ+ and broader communities. The 2S Center's primary purpose is to restore self-determination to Two-Spirit/Native LGBTQ+ relatives, by reclaiming Two-Spirit identities into the community and cultural structures. Along with the restoration of self-determination, the 2S Center's vision is to restore balance and healing among Two-Spirit relatives and build a movement for equity and justice by leading with compassion, honoring resiliency, advancing equity, and preventing violence through advocacy, technical assistance, and resource building for current and future generations.

#### **The Position:**

The Executive Director will be responsible for creating and implementing policies and procedures set by the Board of Directors. This includes annual goals, objectives, and work plans, as well as overseeing program staff, consultants, and assignments. The Executive Director will oversee funding sources as well as develop innovative collaborations to have a positive impact on the organization.

#### **Job Responsibilities:**

- Provide overall leadership in the development and implementation of policies and procedures.
- Coordinate outreach to determine community needs and help educate tribal entities about issues within the Two-Spirit/Native LGBTQ+ community.
- Evaluate trends in needs and gaps and develop programs to meet those needs.
- Provide oversight of and direct technical assistance, trainings, and events schedule.
- Administer the overall operation of the organization's programs, including reviewing and evaluating the results of program activities; ensuring that continuing contractual obligations are being fulfilled; coordinating with the finance consultant to ensure resources are allocated to improve program effectiveness; and efficiently developing organizational and administrative policies and program objectives for Board consideration.
- Prepare for and attend all Board of Directors meetings.
- Collaborate as a liaison with other organizations (Native and non-Native), including national, state and local agencies that provide supportive services to the Two-Spirit/Native LGBTQ+ community.
- Coordinate with the Board to prepare, present and facilitate educational presentations; assist and/or provide technical assistance and trainings to tribal organizations, tribal communities and related tribal service providers such as shelters, advocacy organizations, healthcare, mental health, law enforcement and criminal justice professionals organizing to provide advocacy and support services designed to enhance the safety of the Two-Spirit/Native LGBTQ+ community.

- Provide specialized training, technical assistance, and onsite consultation as requested by tribes and tribal organizations seeking to develop coordinated community response.
- Determine need to outsource or contract with other accredited organizations, facilitators and contractors to meet training needs, quality requirements and organization timelines.
- Provide updates, information, advice and counsel to the Board of Directors in the creation of policies, programs and strategic direction of the organization while keeping within the scope of the program grant funding directives.
- Maintain grant and contract compliance with funding agencies.
- Identify funding opportunities and develop or write grants for continued funding for organizational sustainability and growth.
- Participate in additional training, as needed, for skill updates.
- Develop communication strategies and organization promotional materials, such as website and other materials.
- Perform other duties as assigned

**Job Requirements:**

- B.A. or B.S. degree, or equivalent experience, with minimum of four years of management and supervisory experience.
- Excellent leadership and communications skills (verbal and written)
- Knowledge of and experience working with tribal, state and national advocacy organizations as well as Two-Spirit organizations and groups.
- Previous experience and/or knowledge of grant writing and management.
- Native people and members of the Two-Spirit/Native LGBTQ+ community are strongly encouraged to apply.
- This is a remote position, but must be able to travel locally nationally, and possibly internationally to represent the organization.

**Salary Range:**

- \$80,000 - \$100,000, plus benefits

**Open until filled**