



National Council of Jewish Women

CHIEF EXECUTIVE OFFICER
NATIONAL COUNCIL OF JEWISH WOMEN
NEW YORK, NY

The National Council of Jewish Women (NCJW), a grassroots organization of volunteers and advocates who turn progressive ideals into action, seeks a Chief Executive Officer. The oldest Jewish women's volunteer organization in the US, NCJW has been powered by a progressive vision, uniting women of diverse backgrounds who share a determination to improve their communities and country for all regardless of faith, ethnicity, race, or gender. NCJW is built on a foundation that no other organization can claim: a blend of courage, compassion and action guided by Jewish values. NCJW actualizes these values through the engagement of its volunteers and grassroots at the local and national level, as well as in Israel.

Today, NCJW is poised to exponentially expand its impact. After assessing its accomplishments, aspirations and opportunities, NCJW has elevated the position of head executive from an Executive Director to a Chief Executive Officer. Leadership of NCJW by a CEO is consistent with the board's transition from an operational to a governance board, and the resulting clear differentiation of responsibilities between the staff and board, as well as NCJW's evolution as a powerful force for social change that is now poised to expand to deliver its full value. In its new CEO, NCJW seeks a dynamic and strategic leader who will develop and inspire a team of passionate and dedicated lay leaders and staff to fulfill its commitment to be at the forefront of progressive social change, championing the needs of women, children, and families as a direct reflection of progressive Jewish values. The new CEO will be expected to partner with the board, staff and sections (affiliates) to strengthen the NCJW's considerable impact and capacity to address social justice issues across the country and in Israel. Further information about the organization can be found at www.NCJW.org.

NCJW has retained Stephanie Fidel and Jack Gorman of the Boston based executive search firm, Isaacson Miller to conduct this search. Inquiries, nominations, and applications should be directed to the search firm. All communications will be held in strict confidence

BACKGROUND

The National Council of Jewish Women was founded in 1893 by Hannah G. Solomon and her fellow delegates to the World's Fair in Chicago. When Hannah and her recruits discovered that participation was not substantive, but would consist of pouring coffee and other hostess duties, they walked out. Hannah then took matters into her own hands, building on the courageous action and volunteer work she had been leading for years. By the end of the World's Fair, Hannah and the accompanying delegate body of women had founded the National Council of Jewish Women, changing forever the role of Jewish women in America and the nature of volunteerism.

Today, NCJW women continue this tradition through a powerful combination of community action, education, advocacy and philanthropy to create social change. With 90,000 members and supporters organized through a network of about 100 sections (local affiliates) across the country, and a State Public Affairs network of trained volunteer advocates in 16 states, NCJW impacts critical issues at the local, state, and national levels. Headquartered in Manhattan, NCJW established a Washington legislative office in the late 1940's and, since then, has been an active participant in national coalitions, including the Leadership Conference on Civil Rights, the Religious Coalition for Reproductive Choices, the Coalition against Religious Discrimination, National Council of Women's Organizations, among others. At the state level, NCJW volunteers have established and lead many coalitions around progressive issues, including: reproductive rights, economic justice, health care, marriage equality, religion-state separation, and children's issues.

Believing in the power of progressive reform and social justice, NCJW has long been a leader in the United States and Israel in challenging injustice and supporting programs and policies that serve the underrepresented and persecuted. NCJW responded actively to the challenges of the last century — aiding immigrants in the US and Israel, rescuing children and refugees, pioneering juvenile justice reform, advocating for family leave and child care, working for key civil rights legislation, and supporting civil liberties. Today NCJW is poised to fill its “chair at the table” as the most potent and meaningful place for progressive Jewish women to take action and make their voices heard around the most critical progressive issues our day, including reproductive rights, ending violence against women, equality for women, minorities, and the LGBT community, and ensuring religious freedom for all.

NCJW Recent Accomplishments:

NCJW has long been recognized for the activism of its grassroots as well as the breadth and value of its involvement at the local and national levels. Nationwide, NCJW's affiliate sections undertake service and advocacy projects – on local and state levels -- that address the needs of their communities. At the national level, NCJW has distinguished itself on a variety of issues encompassed by its mission. Following are some examples:

- In the 1950's, during the McCarthy era, NCJW launched a nationwide campaign called “Speak Up, Freedom Needs Exercise” to promote First Amendment rights in communities nationwide.
- In the 1960's, through participation in “Wednesdays in Mississippi” and active grassroots education and lobbying, NCJW played a key role in the enactment of major civil rights legislation – a focus that continues to this day.
- Also in the 60s, NCJW established the Research Institute for Innovation in Education (RIFIE) at Hebrew University in Jerusalem to assist at-risk children from all segments of Israeli society, from which major programs were developed, implemented cross-culturally in Israel, and, in some cases, exported and utilized world-wide, including HIPPI (Home Instruction for Pre-School Youngsters).
- NCJW's research study “Windows on Day Care” in the 1970's – a nationwide, volunteer-conducted survey of day care availability and quality was instrumental – along with NCJW's advocacy, in the passage of the first national child care bill, vetoed by President Nixon.

- In the late '80's, NCJW's Mothers in the Workplace study, conducted by volunteers became an important source of information leading to passage of the Family and Medical Leave Act. NCJW was one of the leaders of the lobbying task force of the national coalition for many years.
- In 2001, NCJW launched BenchMark: NCJW's Campaign to Save Roe, a nationwide grassroots campaign to educate, mobilize, and activate the Jewish community on the issue of judicial nominations. NCJW has been one of the lead organizations on the judicial nominations grassroots task force since its inception. BenchMark is supported by the Open Society Institute (OSI).
- In 2007, NCJW launched Plan A: NCJW's Campaign for Contraceptive Access, a pro-active, community-based campaign aimed at addressing: pharmacy refusals, emergency contraception, comprehensive sex education, affordable contraception, and young women's access to contraception. Plan A is supported by the Ford Foundation.
- In 2010, NCJW launched Higher Ground: NCJW's Domestic Violence Campaign, a national effort to end domestic violence by improving the economic status of women. Grounded in the understanding that economic security is critical to women's safety, Higher Ground educates and mobilizes advocates, community members, and decision makers to promote progressive policy solutions that champion women's economic autonomy.

NCJW LOCAL AFFILIATES

NCJW's local affiliations can be found across the nation, creating a powerful network of more than 100 sections, section branches, affinity groups, and statewide groups. The support and engagement of NCJW's affiliates, both as grassroots activists and volunteers and as funders of NCJW, are crucial to the success and expansion of NCJW. Further, members of all of these affiliates share a commitment to the mission of NCJW and the belief that progressive ideals put into action can improve the world. Together these members impact over 500 communities, addressing the needs of women, children, and families at the local level by identifying distinct challenges, developing responses, and delivering support and strength from coast to coast.

ORGANIZATIONAL STRUCTURE

The NCJW is a 501(c)(3) not-for-profit organization, governed by a Board of Directors comprised of women from around the country. Nancy Ratzan of Miami, Florida is the organization's current president. Under Ms. Ratzan's leadership, a former partner in the Miami law firm of Steel, Hector & Davis, where she specialized in appellate, First Amendment, and higher education law, the organization has had even greater national recognition and access. In February 2009, Ms. Ratzan represented NCJW on a delegation of the Conference of Presidents of Major American Jewish Organizations, which included an historic meeting with the Pope. And in March 2009, President Obama appointed Ms. Ratzan to the White House Advisory Council on Faith-Based and Neighborhood Partnerships. Before being elected NCJW president in March 2008, Ratzan served as an NCJW vice president for six years and chaired NCJW's judicial nominations campaign,

BenchMark: NCJW's Campaign to Save Roe. She has been a leader in NCJW's national public policy advocacy efforts since 1996.

Reporting to the Board, the CEO will manage and assign the staff of NCJW and will receive direct reporting from the senior staff including, the Directors of Administration and Finance, Membership & Communications, Washington Operations and the Office in Israel. It is expected that the new CEO will add additional staff as appropriate to meet the objectives of the organization. The organization is located on Riverside Drive in New York City.

The size of the annual budget FY 2010 is approximately \$4.1 million, of which NCJW will raise approximately \$3 million. Currently, the endowment is approximately \$16 million.

CHALLENGES FOR THE CHIEF EXECUTIVE OFFICER

This is an opportunity to assume the leadership of an organization at the forefront of social change—championing the needs of women, children and families, while courageously taking a progressive stance on issues such as women's rights, reproductive freedom and separation of religion and state.

The broad challenges for the new CEO are in the following areas:

Raise Funds Sufficient to Support Growth, Excellence and an Endowment

To support the NCJW's commitment to extend its reach and influence, the new CEO must build the financial strength of the organization. S/he will be expected to expand substantially both the total amount of contributions and the size and composition of the donor base, first to support and increase the organization's operating budget and then to build upon the endowment to support its work into the future. In addition to working closely to nurture current funding sources, s/he must actively pursue new and diversified opportunities, including new major donors and support from sources beyond those who have been strong supporters in the past. S/he will lead fund raising through personal efforts as well as by organizing and motivating an expanded cadre of committed board members and other lay leaders..

Enhance the Organization's Visibility and Impact

The new CEO will be expected to enhance the public profile of the NCJW nationally (and at the local level as well) and shape understanding in both the Jewish community and beyond, of the importance of its mission. Working with the NCJW lay leaders, s/he will help guide the NCJW's efforts to clearly define its mission, develop the rhetoric to communicate it broadly, and mobilize its core constituents to a high level of activism and engagement to carry the mission forward.

Strengthen Relationships with NCJW Local and State Affiliates

The organization must reinforce the work of its active local affiliates and help build grassroots capacity in areas in which NCJW is weak or nonexistent. Creating effective affiliates is central to

ensuring that NCJW is both a valuable resource in the community as well a powerful political force. Continuing to strengthen communication between the national office and the local affiliates, as well as compliance with non-profit requirements, is also essential.

Expand and Diversify Membership

Like many of its sister organizations, NCJW has faced a gradual decline in membership over the last several decades. In addition, those who continue to be actively engaged have fewer hours in which to do so. However, as a grassroots membership organization, embracing the role and input of volunteers is essential for NCJW's continued success and support. The CEO must work to address this trend in the volunteer arena by assessing, identifying, developing, communicating and delivery the unique value of membership and engagement in NCJW. S/he will need to lead a campaign to both expand and diversify the NCJW's constituency, both because of the resources members provide and, equally essential, for their grassroots engagement and clout. It will require a creative, sustained effort to communicate vociferously the importance of its mission to attract younger Jewish women to greater interest and engagement.

Develop and Cultivate a High-Performing Organization and Workplace

The CEO will be expected to create a workplace of cohesion and effectiveness. S/he will instill a sense of shared purpose throughout the organization; promote open communication, collaboration, and mutual respect; and serve as a mentor and coach to the staff. The CEO will foster an ethos of rigorous planning and outcome evaluation, while preserving an entrepreneurial spirit in all aspects of the work.

Develop a Modern, Dynamic, and Responsive Governance Structure

The new CEO will work closely with the board to continue to support its transformation from an operational board to a governance board, by collaborating and stewarding the board to maintain and enhance its governance role and differentiate between roles of staff and board. This will include a thorough examination of the structure, planning, oversight, and partnership role of the Board and the operational policies of the office.

Expand and Strengthen Programming

The new CEO will be expected to expand and strengthen current programming by first assessing its current viability, relevance and sustainability. S/he will then be asked to lead the identification, development and when necessary, the revamping and/or elimination of programs in collaboration with board, sections, and staff. S/he will also be asked to explore and assess NCJW's role in Israel and globally.

THE SUCCESSFUL CANDIDATE

The new CEO of the NCJW will inherit the leadership of a vibrant organization with a dedicated board, a compelling mission, a devoted staff, a passionate membership and an impressive track

record of service and impact. The NCJW seeks a candidate who demonstrates a deep commitment to social justice and social change, a dynamic leader with vision, who personifies integrity and ethical purpose and who will build on the organization's successful base and guide it to even greater heights.

Working with its stakeholders, the CEO is responsible for conceiving, articulating, and implementing the NCJW's mission to strive for social justice by improving the quality of life for women, children, and families and by safeguarding individual rights and freedoms.

The NCJW's next leader may come from a non-profit, public sector, academic, or business background. S/he will need strong managerial and financial acumen, but will also need to embrace the ethos of the organization and strongly identify with the passions and motivations of its lay leaders and dedicated staff. S/he will be expected to develop and implement strategies for the generation of new sources of revenue.

While no one candidate will possess all of them, the successful candidate will bring many of the following qualifications and attributes:

Personal Qualities

- A person who is dedicated to the social justice values of the organization and is highly motivated to both grow the organization and to advance its agenda;
- A committed fundraiser who enjoys cultivating and nurturing relationships with potential individual donors.
- A person of considerable intellectual substance, with high standards and an outstanding record of accomplishment, who will serve as a respected voice both internally and externally on matters of concern to the organization;
- An effective, inspirational communicator who is comfortable speaking in a diverse array of settings to both small and large audiences.
- A leader with excellent interpersonal skills, who can both articulate a vision and engage in discussion that leads to consensus in order to pursue a common purpose.
- A good listener who can communicate with and learn from the Board, leaders from within the NCJW and potential donors and partner organizations, community leaders and other constituents.
- A team builder with a nurturing and optimistic personality, strong interpersonal skills and a capacity to work effectively with a wide range of people and personalities. An open, collaborative management style.
- A person who places a high priority on the professional development of staff through delegation of responsibility and collaborative effort.
- A critical thinker who can both envision and inspire new and innovative programs and creativity in others.
- A person with a high level of energy, an ability to work long hours and travel when necessary.

Professional Experience

- Commitment to and track record of addressing issues related to the well-being of women, children, and families.

- Successful experience in growing an organization with a demonstrated ability to think strategically, plan, delegate and hold people accountable.
- Demonstrated experience as a fundraiser able to increase the support of current donors while generating additional resources for the organization at the local and national levels.
- Successful experience working on or with an engaged volunteer Board.
- Knowledge of all areas of fundraising, to include planned giving, individual, corporate, foundation giving, stewardship, gift cultivation and solicitation is highly desirable.
- Experience crafting and executing sophisticated and successful marketing and communications strategies, which promote concepts as well as projects.
- Experience with and ability to leverage and support national affiliates.
- Ability to understand financial information and make actionable recommendations.
- Ability to identify, attract, develop and retain qualified staff.
- Excellent communication and relationship building skills, to further the organization's reach and effectiveness. Extensive experience as a public speaker and with the media.
- An ability to interpret financial information and make actionable recommendations.
- Knowledge of and sensitivity to Jewish values as well as established relationships in the Jewish community.

COMPENSATION

Salary is competitive and commensurate with capability and experience.

TO APPLY

Send resume with cover letter, preferably by email, in strict confidence to:

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