



EXECUTIVE DIRECTOR



THE ORGANIZATION

California Black Health Network (CBHN), established in 1978, strives to be the voice and trusted resource for Black Health Equity in California. Its mission is to advocate for health equity by leading and facilitating convenings in all regions of California for the purpose of providing policy analysis, research and training that promotes best practices required to highlight and address Black health disparities, which supports the creation of optimal conditions needed to sustain healthy Black people. CBHN believes in the theory of change and envisions a future that staff informed by their own experiences and relationships will help create the conditions for healthy Black people in California. CBHN impacts health outcomes of Black people by authoring, analyzing, developing, and communicating policy, strategy and best practices for Black communities, legislators, foundations, researchers, and health providers.

CORE VALUES

Leadership and Accountable: We practice financial fitness ensuring stability, consistency and sustainability.

Inter-generational Support and Activism: We are contemporary in our approach to issues, ensuring our work is current, innovative when necessary, and steeped in community-based need.

Coalition Building and Collaboration: We say what we do and we do what we say with a steadfast adherence to principles.

Racial Integrity and Pride: We embrace strategic alliances, align, and integrate our work with others with shared vision and values.

Inclusive: We incorporate diverse perspective into our work. We consider our social responsibility and we make informed decisions that are impactful.

THE POSITION

California Black Health Network (CBHN) is seeking a hands-on, compassionate, collaborative and inclusive Executive Director (ED) who will inspire and support staff and partners as they seek to transform the lives of people and communities impacted by health disparities. CBHN is poised to leverage the recent exposure of significant health disparities in the Black community. CBHN is excited about the opportunities to participate in enhancing awareness and scaling up its model programs and developing new initiatives to support improving health outcomes within Black communities throughout California. Therefore, the board desires a strategic thinker

and a results-oriented leader with the ability to position CBHN for the future.



Reporting to the Board of Directors, the Executive Director serves as the officer who leads the organization in setting and operationalizing California Black Health Network's strategic direction and plan. The Executive Director ensures financial sustainability, while having primary oversight over all programmatic and operational aspects of the organization. The ED oversees two direct reports who are focused on building and managing CBHN's programs. The ED provides direct hands-on leadership in grant development and management; policy and program development and management; reporting and compliance; unrestricted fund raising and marketing; fiscal management and board development for CBHN's statewide organization with an operating budget of \$405,000.

Key priorities for the Executive Director include:

- Conduct an organizational assessment and submit a detailed plan of action for the next 12- 18 months.
- In conjunction with the Board update and revise CBHN's strategic plan.
- Ensure current grants are on track and, as needed, work with funders to ensure grant objectives are being achieved and/or deliverables are adjusted.
- Enhance existing relationships with funders while identifying new funders and partners to support CBHN's mission.
- Identify HR needs and recruit appropriate staff and/or consultants capable of adding value to CBHN's work.
- Responsible for the fiscal management and integrity of CBHN, to include submission to the Board of a proposed annual budget and monthly financial

statements, which accurately reflect the financial condition of the organization.

Specific responsibilities include:

Championing Health Equity for the Black Community throughout California

- Share the story of why changing decision making around policy impacts individuals and Black communities is essential to CBHN's mission, and support the board, staff, partners and volunteers in their ongoing learning and ability to promote health equity.
- Support research and educational efforts that document the underlying factors that determine the health status of Blacks and inform policy initiatives to reduce health disparities.
- Increase Black participation in policy development in conjunction with other statewide Black health organizations.
- Advocate for policy changes that increase the participation of underrepresented communities in education and health care delivery.

Staff and Board Team Building

- Provide organizational leadership and management support to staff and board members to ensure high-functioning and effective participation.
- Nurture strong and mutually respectful working relationships across the health community – among board, staff, and partners – in keeping with CBHN's mission and values.

Program Development

- Provide a structure for coordinated efforts to improve the health status within Black communities in California.
- Assure all programs are aligned and consistent with CBHN's mission, goals and objectives.
- Lead the development of new initiatives and enhance current ones, all while maintaining alignment and consistency.

Community Relationships & Fundraising

- Strengthen CBHN's revenue model, including developing a strategy for balancing the revenue

streams between government sources, earned income, and corporate and foundation grants to best support programmatic goals.

- Together with the Board, lead individual and major gift fundraising efforts, including direct solicitations from current and prospective donors.
- Promote the value and unique contributions CBHN's brings to informing policy decisions to reduce health disparities in the Black community and effectively tell the story of CBHN's mission while working to increase the overall visibility of the organization.
- Provide support to increase board participation in recruiting, fundraising, and corporate sponsorship development to engage more individuals and organizations in CBHN's work.
- Establish partnerships with and mobilize support for the work of other Black health organizations in California.
- Serve as a resource on health policies and related issues for organizations working to improve health equity for Blacks.

Stakeholder Engagement

- Build strong and mutually supportive relationships with other ethnic advocacy organizations, community groups, public agencies, civic and community leaders and public officials committed to improving the health of all Californians.
- Promote CBHN's benefits to the philanthropic community and serve as a key thought leader in enhancing health equity.
- Represent CBHN's mission and work within the communities served by CBHN and beyond.



THE IDEAL CANDIDATE

The Executive Director (ED) position is an outstanding career opportunity to join an organization that is ready to build for the future, elevate the work and raise the profile of CBHN. The Executive Director will be passionate, committed and experienced in addressing Black health disparity issues throughout California from advocacy, education, policy, and program perspectives.

To accomplish this the ideal ED will:

- Possess a bachelor's degree (master's degree preferred) with 7-10 years of progressively responsible experience as a manager in a community-based organization, government agency, or foundation focused on policy development and advocacy, community health and/or social justice;
- Be a big picture, visionary leader and forward thinker with the ability to craft long-range plans and lead community transformational efforts;
- Be knowledgeable of legislative processes at the local, state, and national levels, and successfully implementing advocacy efforts;
- Possess tenacity to discern and champion emerging health equity opportunities that further the mission, promote health equity, and enhance effectiveness and visibility in the community;
- Have experience working within at least one of CBHN's priority policy areas;
- Demonstrate knowledge of and experience working in Sacramento, SF Bay area and/or Southern California;
- Have an appreciation for research methods, data, and evaluation;
- Be a skilled and compassionate organizational leader who can inspire and foster trust, collaboration, and respect within the organization, among the broader community and with key partners;
- Possess some level of strategic planning and operational implementation skills; be results-oriented, mission-driven, and community-centric;
- Possess knowledge of fund development and ideally have experience with grant writing and generating

operating revenues, including involvement in cultivating individual donors, foundations, and government agencies;

- Possess broad knowledge and understanding of the social determinants of health;
- Possess core values of integrity, transparency and accountability;
- Have experience cultivating an effective relationship with a volunteer board and its leadership.
- Have experience with financial and resource management at the executive and/or senior management level;
- Possess strong interpersonal and presentation skills; be an effective oral and written communicator;
- Be skilled in program development and management; and
- Possess an entrepreneurial spirit, who is a self-starter, personable, humble and passionate.

COMPENSATION AND APPLICATION PROCESS

CBHN offers a competitive salary and employment benefits package appropriate to the qualifications and experience required for the position.

The position is open until filled. First consideration will be given to applications received by **October 16, 2020**. To apply for this outstanding opportunity, please electronically submit your resume and a cover letter of interest to The Hawkins Company: cbhn.ed@thehawkinscompany.com. The letter of interest should outline why you are interested in joining CBHN, your relevant accomplishments. Please provide two examples of why you would be a strong candidate and the key attributes you would bring to this position. Confidential inquiries are encouraged and can be directed to:

Mr. Todd Hawkins

todd@thehawkinscompany.com, 213-300-9342.

Ms. Yonnine Hawkins Garr

yonnine@thehawkinscompany.com, 323-252-1655.



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