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## THE DAVID PROJECT CENTER FOR JEWISH LEADERSHIP BOSTON, MA

### EXECUTIVE DIRECTOR

#### **BACKGROUND:**

The David Project Center for Jewish Leadership is a non-profit educational organization whose main objective is to promote an honest, fair and fact-based historical, political and moral understanding of the Arab-Israeli conflict in order to confront the ideological assault against Israel and her supporters. Founded in 2002, the David Project seeks to build a growing cadre of educated, skilled and confident supporters and advocates to stem the hatred of Israel and her supporters that is growing steadily on campuses, in high schools, churches, in the media and in the general community.

To achieve its mission, the David Project is dedicated to educating and inspiring strong voices for Israel through dynamic educational seminars, workshops and curricula. Its groundbreaking Israel education curricula are taught in more than 100 Jewish high schools and middle schools, impacting thousands of students across North America and Israel. In addition, each year the David Project educates and prepares hundreds of college students to assume leadership roles and bring Israel programs and events to their college campuses.

The David Project's long term strategy is to populate college campuses, Jewish high schools and middle schools with trained and educated teens and adults who can become Israel advocates and can activate the Jewish community in response to the growing anti-Israel discourse. Its strategy is based on a unique analysis for understanding and communicating to others the nature of the Arab-Israeli conflict by promoting critical thinking, historical accuracy, moral decision making and activism. The organization is guided by a commitment to provide students and adults with the knowledge, strategies and skills to ensure that effective support for Israel thrives on campuses and in our communities.

The David Project is headquartered in Boston with satellite offices in New York and Israel. The organization has a full time staff of 27 and an annual budget of approximately \$3.5 million.

For more information on the David Project please visit [www.thedavidproject.org](http://www.thedavidproject.org).

## **THE POSITION:**

Reporting to the Board of Directors, the Executive Director will be the public face of the David Project and will set strategic vision and oversee its implementation, ensuring that internal and external operations run smoothly. The Executive Director will have primary responsibility for establishing and delivering organizational priorities, building an organizational culture that is data driven, outcome oriented, collaborative, excellence focused, and reflective and committed to continual improvement. S/he will also have primary responsibility for the financial sustainability of the organization, establishing and managing key relationships with funders, the board and other stakeholders. The Executive Director will be required to develop and manage a second tier leadership team that is highly collaborative, coordinated and effective.

The Board seeks an experienced executive and organizational leader who is committed and passionate about the mission of the David Project. S/he must possess an understanding of Israel advocacy and education and a professional background and experiences that will validate their readiness to lead a complex, national educational and training organization with an ambitious mission.

## **RESPONSIBILITIES:**

### ***Leadership & Executive Management***

- Serve as the chief professional officer responsible for leading the professional staff, organizational planning, evaluation & performance measurement, financial resource development/fundraising, community relations, administration, and fiscal accountability.
- In partnership with the Board and staff, lead a planning process that will establish the future direction for the agency, strategic goals & objectives, data based evaluation metrics and operational and funding needs.
- Lead, motivate, supervise and evaluate the senior management team. Recruit and retain qualified professionals for open positions as needed. Provide on-going supervision and mentoring to individual team members.
- Set, foster and model a success-oriented, accountable, high-morale and positive environment within the organization.
- In collaboration with the Board and the senior management team create a total administrative, operational and financial plan for the organization.
- Ensure proper communication systems – both internally and externally – to improve the flow of important information to the Board, Staff, community partners, donors and the community at-large.

### ***Financial Resource Development:***

- Lead financial resource development efforts with focus on creating an overall fundraising strategy, setting and achieving goals, maintaining and building relationships with existing and new individual, Jewish communal, foundation and corporate funders/donors.
- Supervise and participate in the preparation and presentation of funding proposals for foundations, individual major gift supporters, and other major funding sources.
- Champion the David Project's mission with existing and newly identified funders, communicate regularly with funders and aggressively build new relationships and potential revenue sources.
- Partner with Board and senior staff to identify, cultivate, solicit, and steward major donors. Maintain a pro-active and personal hands-on approach to donor cultivation and solicitation.

### ***Community Relations***

- Serve as a persuasive and effective spokesperson to the external community, staff, volunteers, Board, donors, and partners.
- Build and maintain effective long-term partnerships with outside organizations; build coalitions and garner support from a wide variety of sources in order to advance the mission of the organization.
- Increase the David Project's visibility to improve the public's understanding of its mission; and enhance its reputation as the premier leader in the areas education, training, advocacy and activism on behalf of Israel for teens and adults.
- Ensure the David Project's presence at relevant and appropriate gatherings, conferences and meetings in the Jewish community.
- Lead efforts to use new social media and traditional media to both reach a broader market of potential supporters and advocates as well as respond to misinformation and inaccuracies about Israel.

### ***Board Development***

- Work with the Board Chair and other key leadership to set objectives for the Board and its committees; plan Board and Executive Committee meetings and agendas.
- Work effectively with the Board and its committees to maximize their efforts and maintain a focus on the mission and vision for the David Project and to shape and prioritize future plans and operations.
- Work with the Board President(s) to identify, recruit, and orient new Board members.

- Ensure that the Board is more actively engaged and prepared for its role through an improved flow of information regarding the organization's strategies, goals, progress and internal and external challenges and needs.
- Serve as professional advisor to the Board Co-President(s), the Board and its committees, keeping them well informed to support its fiscal, policy-making and governance responsibilities.

## **QUALIFICATIONS**

- An outstanding manager with experience training, motivating and leading young and talented professionals and developing their skills and potential.
- Senior level experience in an organization which demanded creativity, intellectual acumen, self-initiative, and an entrepreneurial spirit.
- An energetic and intellectually curious leader who naturally attracts and aligns diverse stakeholders.
- Results oriented professional committed to the use of data and evaluation to drive decision making.
- Creative, adaptable and decisive; able to operate in a dynamic space presented with continual information and opportunities; able to sift through information and opportunities devising a path that will lead to the desired outcomes.
- Proven fundraiser or someone with a track record of success in selling concepts/idea/products. Ability to close a gift/deal.
- Adept at collaboration and building strong relationships with a broad group of stakeholders, including foundations, education and business leaders, and policy makers.
- Nimble, transparent and trusted negotiator who can move people and teams to win-win solutions.
- Experience building and working with a Board of Directors; ability to engage and motivate trustees to work on key initiatives where their talents and/or efforts can improve results.
- A firm understanding of Israel – its history, culture and current affairs – and its role as a central part of Jewish life and as a modern democracy.
- Ability to articulate a sense of urgency and passion about issues.
- Strong oral and written communication skills with the ability to envision and articulate the mission and communicate this to a broad array of individuals and stakeholders via large group presentations, panels and one on one conversations.
- Advanced degree or equivalent experience – ideally in the fields of education, public policy, international affairs, Israel or Middle East studies or business.

## **COMPENSATION**

An attractive and competitive compensation package, commensurate with level of experience is available.

### **FOR MORE INFORMATION, PLEASE CONTACT:**

Daniel B. Ripps, Vice President  
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This position description is based upon materials presented by The David Project Center for Jewish Leadership.

The David Project Center for Jewish Leadership is an equal opportunity employer.