

Position Announcement
Chief Executive Officer
Volunteer Fairfax

Volunteer Fairfax is seeking a strategically-motivated CEO to build on our exceptional record of mobilizing people and resources to meet regional community needs. Our vision is for Volunteer Fairfax to be the regional leader in developing and delivering creative solutions to community needs.

The mission of Volunteer Fairfax is accomplished through its programs:

- **BusinessLink** helps area businesses become more engaged through a variety of services that range from free consultations to fee-for-service project management and sponsorship benefits.
- **Emergency Response Volunteer Fairfax** works with agencies to train volunteers prior to a disaster and collaborates with the Fairfax County Office of Emergency Management to fulfill unmet needs and manage spontaneous volunteers in times of disaster.
- **Volunteer Management Capacity Building trainings** to support utilization and management of volunteers and board members, especially for employees of nonprofits and government.
- **Volunteers for Change** is a flexible volunteer program for busy, working adults offers a monthly calendar with more than 60 different one-time projects that provide meaningful volunteer engagement in which to participate.
- **Alternative Community Service** placed 318 court-referred clients in 2017. These clients contribute approximately 14,000 hours of community service annually to area nonprofits and local agencies.
- **RSVP** is America's largest volunteer network for people age 55 and better. In Northern Virginia, RSVP volunteers are making an impact by growing the capacity of public and nonprofit agencies in and around Fairfax County, Arlington County, and the City of Alexandria.
- **Fairfax County Volunteer Service Awards** recognize outstanding community volunteers. In 2018 we conducted the 26th Service Awards breakfast. 3,000 volunteers have been honored.
- **VolunteerFest** engages hundreds of volunteers at Fairfax County nonprofits, the fourth Saturday of each October.

Supporting this work is a staff of nine full-time and five part-time employees, nine office volunteers and a 12-member Board of Directors. The 2019 annual budget is approximately \$1,218,874. More information can be found at www.volunteerfairfax.org

Responsibilities

The CEO provides leadership to the organization and manages its day-to-day affairs while strategically positioning Volunteer Fairfax for future growth. The CEO is responsible for the achievement of the goals and objectives of Volunteer Fairfax through the effective and efficient management of staff, volunteers and other resources.

Ideal candidates for this position will bring a variety of experience and attributes to Volunteer Fairfax, including:

- Demonstrated leadership ability and a unifying teambuilder (prior experience as CEO preferred)
- A track record of growing organizations
- Proven success in fundraising
- Experience building and maintaining relationships with corporate, nonprofit and government leaders
- Superb communication skills in a variety of media and comfort with public speaking
- A record of ethical, independent, dynamic and self-starting behaviors
- Experience working with Fairfax County government preferred

Salary will be competitive and commensurate with history and experience. Benefits include contribution of 75% of the cost of a basic health insurance policy, a 3% contribution to an IRA plan and personal time off.

Application Process

To apply, send resume, cover letter and salary requirements to: morrisonnonprofittransitions@gmail.com. Resume review begins immediately.

Volunteer Fairfax is an Equal Opportunity Employer