

NH Coalition to End Homelessness

The New Hampshire Coalition to End Homelessness (NHCEH), a 501C-3 organization, was founded in 1990. As homelessness increased throughout the state, individuals and organizations began working on solutions to house and serve this growing population. In response, the NHCEH organized leaders in the state to research solutions on ending homelessness, educate providers on best practices, and empower people to advocate with and on behalf of people experiencing homelessness. Our belief is that having a home is a basic human right and is fundamental to becoming an engaged and contributing member of our community. The mission of the NHCEH is to eliminate the causes of homelessness through research, education, and advocacy. We aim to build strong collaborations among stakeholders throughout the state to ensure that homelessness is rare, brief, and non-recurring and to sustain progress toward this goal. Our work raises the stage on which homelessness is discussed and understood in New Hampshire. Learn more at www.nhceh.org.

EXECUTIVE DIRECTOR

NHCEH is seeking an Executive Director. This is a pivotal time in the organization's history and the Executive Director will play a critical role in ensuring the organization's continued ability to provide leadership throughout the state on key factors contributing to homelessness. The Executive Director will help build relationships within communities in the state resulting in quality partnerships to support the mission of the organization. This position provides the overall strategic direction for the organization's external relationships and outreach, including engagement with federal, state, and local government officials and their staff, community leaders, and stakeholders. The Executive Director will be responsible for developing, communicating, executing, and sustaining strategic NHCEH initiatives through building and supporting the community collaborations and governmental relationships needed to advance the initiatives.

The Executive Director oversees and coordinates all aspects of the non-profit organization's functions, including day-to-day and long-range planning, and is responsible for the ensuring dissemination of accurate data and information about homelessness in New Hampshire. The Executive Director serves at the pleasure of the Board of Directors and performs such duties and functions as they may prescribe.

Essential Functions:

- Provide leadership and a trusted voice on issues pertaining to homelessness in New Hampshire.
- Build and maintain collaborative relationships with government officials/staff and community stakeholders; navigate complex issues and find common ground with multiple constituencies with varying perspectives and objectives.

NH Coalition to End Homelessness

- Build and shape a strong mentorship program for individuals with lived experience as homeless, strengthening NHCEH's existing Granite Leaders program and facilitating development of a more robust and expanded program.
- Identify, prioritize, and convene strategic and operational projects that align with the mission and vision of NHCEH.
- Participate in external-facing activities that lead to strong visibility for the organization and issues pertaining to homelessness throughout the state, including the production of data reports, presenting at public events, and responding to media requests.
- Work with the NHCEH Board of Directors to build capacity and to ensure implementation of coalition mission and strategic plans.
- Provide oversight of NHCEH budget and pursue opportunities for increasing revenue to sustain organizational priorities.
- Manage existing grant funded projects, including a two-year Capacity Building Program award funded through the CDFA Tax Credit Program (project period July 1, 2023 to June 30, 2025)
- Hire and provide oversight for program assistant, interns, and external contractors; manage volunteers.
- Contribute to the development of a new online Training Library and Resource Center, currently in development for launch in 2024 to be housed on the NHCEH website.
- Engage in advocacy around issues of homelessness by facilitating community presentations in public agencies, community groups, and the general public, and increasing awareness on the issue of homelessness and the organization's mission and work.
- Attend and present at legislative hearings as needed; draft legislative testimony and letters of support.
- Manage and oversee all NHCEH communications, including the development and publication of the NHCEH's annual report, *The State of Homelessness in New Hampshire*, and other written articles and content for distribution across NHCEH communication channels to reach diverse constituencies; respond proactively to media inquiries and interview requests.
- Maintain current knowledge of issues and best practices pertaining to homelessness on the state and national levels.

Minimum Requirements

- Master's Degree or extensive experience in non-profit management
- Strong financial management skills with demonstrated experience effectively managing budgets
- Experience working with or on behalf of individuals and/or families who have experienced homelessness
- Knowledge of the homeless services provider landscape in New Hampshire
- Ability to supervise and motivate a team (staff, interns, volunteers)
- Ability to manage multiple projects and initiatives, while prioritizing critical and time sensitive projects
- Ability to interpret and communicate data and information to the general public
- Experience in fundraising and grant-writing

NH Coalition to End Homelessness

Additional Qualifications

- Ability to work independently
- Well-developed written and verbal communication skills
- Comfort in speaking in front of small and large audiences
- Strong interpersonal and collaborative skills
- Excellent computer skills and knowledge of digital media
- Commitment to social, racial, and economic justice

Compensation

Initial hiring salary is budgeted in the \$65-70,000 range for approx. 30 hours/week. This position reflects a flexible hybrid/remote schedule. Budgeted salary includes paid vacation time.

How to Apply

Applicants should submit a letter of interest and resume by email to NHCEHBoardchair@gmail.com with the subject line "Executive Director Search." Application review begins immediately. Interested candidates are strongly encouraged to submit materials by Friday, October 6 for full consideration.

NHCEH is an equal opportunity employer.

Posting date: September 12, 2023