



# LAKE COUNTY BUILD A GENERATION

*Building a movement for community health and well-being*

- JOB TITLE:** Executive Director, Lake County Build a Generation
- CLASSIFICATION:** Full-time, eligible for benefits. Exempt.
- REPORTING RELATIONSHIP:** Lake County Build a Generation Board of Directors
- SALARY RANGE:** \$65,000 to 70,000 per year
- BENEFITS:** Medical (variety of PPO options offered), dental and vision insurance (employer covers 75% for employee and dependents); Annual leave including 12 paid holidays, 14 vacation days (accrued), 3 paid personal days, and sick leave (accrued) (with regular increases to vacation accrual based on tenure); flexible schedule; paid professional development opportunities; 401K match up to 6% annually; opportunities to work from home up to 50% time; supportive and innovative work culture.
- TRAVEL:** The position requires travel within the State of Colorado and possible travel within the United States. Must possess a valid driver's license.
- SCHEDULE:** May require some occasional work at night and on the weekend.
- SUPERVISORY RESPONSIBILITY:** This position directly or indirectly supervises all Lake County Build a Generation staff (approximately 10 people).

## **ABOUT LAKE COUNTY BUILD A GENERATION**

Lake County Build a Generation (LCBAG) is a nonprofit organization located in Leadville, Colorado, dedicated to building a movement for community health and well-being throughout the County. The LCBAG team works with community members on the issues that matter most in the community, such as access to food, housing, and childcare. Staff members are passionate about youth, families, seniors, and the success of the community. In November 2019, Lake County was awarded the Robert Wood Johnson Foundation's Culture of Health award for pursuing innovative ideas and bringing partners together to rally around a shared vision of health—based, in part, on the work of this agency.

Lake County Build a Generation has been in existence since 1997, as a project of the Lake County Public Health Agency. It became an independent nonprofit organization on January 1, 2020.

We believe:

- Health is more than health care: Many factors influence our health, including housing, transportation, education, access to healthy food, and physical activity.
- Inequity is real: Living a healthy life is more easily accessible for some people than it is for others because of the environment in which they live. For example, Lake County residents have only a few local options to purchase healthy food, creating one more challenge to a healthy diet—and lifelong health.
- Inequity is systemic: Shortcomings at the systems-level are not the fault of any individual—they stem from the distribution of wealth and power that has been perpetuated over decades. Where we live impacts more than just our access to healthy food, it also dictates how much residents pay for basic needs and services. For example, although Lake County residents make about 25% less than the national average, we pay 18% more for food.
- Change is possible. We have the ability to change the way we approach health by changing what does not work in our community and identifying/building on what does. By engaging a diverse group of Lake County residents in community change, we will ensure that a healthy life is accessible to all Lake County residents, regardless of who they are or how much they earn.



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## BUILD A GENERATION IS ORGANIZING LAKE COUNTY TO BUILD A HEALTHIER COMMUNITY

### OUR APPROACH

Through collaborative work on community health issues, Lake County Build a Generation **supports** individuals and organizations in **using their power** for **positive community change**.

#### Field and Capacity Building

Identifying and elevating community leadership and agency capacity.

#### Coalition Building

Bringing together diverse groups who are passionate about a specific health issue.

#### Community Organizing

Supporting individuals who are deeply familiar with the factors that impact their health to effect change in their community.

#### Community Research, Planning and Evaluation

Honoring community-held wisdom as we plan for change.

### OUR ROLE IN THE WORK

Build a Generation seeks to **focus urgency** around community health issues in Lake County.

#### Create Space for Problem Solving

Creating space for all individuals to bring their perspectives, expertise, and solutions.

#### Build Relationships

Strengthening connections among diverse community stakeholders.

#### Maintain the Momentum of the Work

Developing and shepherding plans of action.

### OUR DESIRED OUTCOMES

Build a Generation desires to change **systems, supports, and behaviors** to **improve community health** in a lasting way.

#### Empower Leadership

Connecting individuals and organizations to resources, training, and leadership opportunities.

#### Develop Programs

Partnering with community organizations to develop complementary health initiatives that will impact the top health issues in Lake County.

#### Develop Policy and Systems Change

Promoting changes to laws or systems in order to improve health outcomes for all community members.

#### Develop Infrastructure

Creating and improving physical spaces (such as parks and crosswalks) that support community health.

**OUR IMPACT: LAKE COUNTY IS A COMMUNITY WHERE INDIVIDUALS AND ORGANIZATIONS CAN REACH THEIR FULL POTENTIAL.**

You can also view our Theory of Change and read more about our approach here: <https://lcbag.org/our-approach/>

## **ABOUT THIS POSITION**

The Executive Director will guide Lake County Build a Generation into its next phase, helping it mature as a high-impact nonprofit organization driven by community wisdom and power. The Executive Director should sustain the organization's high-functioning organizational culture and current strong relationships with funders—while also supporting continuous improvement of the organization and developing additional, sustainable funding streams.

The Executive Director will have the opportunity to develop initiatives that are focused around our community's greatest barriers to health and happiness—and ensure that the organization continues to effectively harness community power to address community challenges. The Executive Director will work to continue the organization's focus on individual and community power-building—particularly within populations that have been historically marginalized by those in positions of leadership. Lake County Build a Generation aims to serve all Lake County residents, with particular focus on those residents whose voices are less likely to be heard—including youth, elders, those from lower-income households, and members of Lake County's Latine community.

The Executive Director will help shepherd the strategic vision for Lake County Build a Generation and secure resources (such as funding or staff) to ensure its execution. The Director will oversee the organization's core functions including fundraising, staff management, budgeting and financial oversight, grants and program management, and reporting to relevant stakeholders. The Executive Director will also represent LCBAG within and outside the community at meetings, conferences, or other speaking opportunities as needed, working to promote the visibility of the organization and the community's health equity needs.

## **ESSENTIAL FUNCTIONS:**

### **STRATEGY/OPERATIONS**

- Oversee the implementation of the strategic vision and secure resources (such as staff and/or funding) to ensure its execution.
- Shepherd the work of LCBAG and ensure progress on grant strategies.
- Continually evaluate the structure of the organization (both macro and micro) to ensure efficiency and effectiveness.

## **COMMUNITY**

- Foster and maintain productive working relationships with organizational partners, community stakeholders and residents. Report to key constituents and stakeholders about LCBAG's work.
- Attend relevant community meetings, events, speaking engagements, and conferences to promote the visibility of Lake County Build a Generation.

## **MANAGEMENT**

- Directly or indirectly oversee all staff, including hiring, supervision and exit.
- Ensure a healthy workplace by promoting positive communication, feedback (as necessary), and conflict resolution.
- Promote diversity and inclusion among staff, volunteers, and board members whenever possible prioritizing representation from underserved communities.

## **FUNDRAISING**

- Identify new revenue streams and secure opportunities to serve the Lake County community, as needed. This includes securing funding from private donors to support agency goals and securing fee-for-service work in-line with LCBAG's mission.
- Identify and respond to requests for proposals from local and national foundations to provide funding for LCBAG's work, including securing additional unrestricted funding.
- Develop project budgets and work with the Bookkeeper and Finance and Grants Manager to track accounting to meet funder requirements.
- Ensure all grant reporting is being completed in a timely manner.

## **PROGRAMMING**

- Provide guidance and leadership to staff and organizational partners engaged in coalition building, research, education, and policy initiatives.
- Participate in and support staff with projects as necessary and as time permits.

## **PREFERRED QUALIFICATIONS:**

We seek a candidate who shares our passion for making Lake County a healthier place for youth and families. Within this context we are looking for someone collaborative, visionary, and unflappable who possesses the following skills and expertise:

- Strong facilitative leadership skills and experience engaging diverse communities.

- Excellent communication skills, both written and verbal.
- Ability to listen and become knowledgeable about the concerns and priorities of community stakeholders.
- Ability to work as part of a team, leading with transparency and responsiveness.
- Organized, diligent, and able to prioritize a varied workload.
- Ability to problem-solve and prioritize, particularly around complex systems-level issues.
- Experience engaging in systems change, developing, coordinating, and supporting community initiatives.
- Understanding of, and willingness to learn more about, systemic racism and how it impacts social determinants of health among communities of color.
- Experience developing and managing nonprofit budgets and financial reports.
- Proficiency or willingness to learn Microsoft Word, Excel, Power Point, Adobe, Wordpress, and G-Suite.
- Knowledge of, and commitment to, the Lake County community—or a passion for developing this knowledge and commitment.

#### **OTHER QUALIFICATIONS**

These qualifications are not required, but would be helpful to candidates in this position:

- Bilingual in English and Spanish
- Lived experience with the Latine community culture
- Background in nonprofit work with previous experience in a management role or as an Executive Director.
- Fundraising experience - specifically in the areas of donor engagement and cultivation.
- Experience with, or a passion for learning about, organizational development.
- Experience implementing solutions to the challenges LC BAG is committed to addressing (such as affordable housing, food access, or childcare access).
- Experience in policy development and systems change work.
- Lived experience with the challenges that LC BAG is committed to addressing (such as accessing affordable housing, healthy food, or childcare).

**ADDITIONAL INFORMATION:**

**EQUAL OPPORTUNITY EMPLOYER STATEMENT**

Lake County Build a Generation provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

**TO APPLY:** Please email a resume and cover letter explaining why you want to work for Lake County Build a Generation and your interest in the Executive Director position to [employment@lcbag.org](mailto:employment@lcbag.org).

**ANTICIPATED TIMELINE:**

August 31, 2021:	Applications due via email for priority consideration
September 15, 2021:	Initial Interviews
November 1, 2021:	Hiring Decision Made

The position is open until filled; however, applicants should apply by Tuesday, August 31, 2021 to be in the first round of consideration.

**QUESTIONS:**

We are more than happy to answer any questions that will help applicants better understand our organization or the position. If you have questions that we can help answer, please reach out to current Executive Director Katie Baldassar at [katie@lcbag.org](mailto:katie@lcbag.org).