



## **Executive Director Opportunity** **Atlanta, GA**

**New Deadline: June 30, 2023**  
**Applications will be reviewed on a rolling basis**

*We envision a world where all Southerners have full access to care and support around their reproductive health decisions without biases or barriers.*

Access Reproductive Care - Southeast (ARC-Southeast) seeks an Executive Director (ED) with a strong commitment to reproductive justice, experience as an ambitious yet practical senior leader, and connection to and knowledge of the Southeast region. This is an exciting opportunity for seasoned and first-time executive directors alike, and for leaders from closely allied movements looking to join the movement for abortion and reproductive justice.

ARC-Southeast provides funding and practical support to ensure Southerners receive safe and compassionate reproductive care including abortion services. Through education, activism, and leadership development, we build power in communities of color to abolish stigma, restore dignity and justice, and create systems change.

Following a period of significant growth, the next ED of ARC-Southeast will partner with the Board of Directors, staff team, volunteers, partners, and allies to lead the organization through a historic and challenging time for reproductive rights and access in our communities. The next ED and ARC's inspiring team are uniquely positioned to bring significant impact to reproductive justice across six key Southern states.

### **OUR HISTORY & IMPACT**

[ARC-Southeast](#) was co-founded in 2015 by three Black clinic workers in Atlanta who, as health care workers, were first-hand witnesses to significant barriers to abortion services. Rooted in radical love for our region, the co-founders sought to make the experience of getting an abortion as worry-free as possible for Southerners living in Alabama, Florida, Georgia, Mississippi, South Carolina, and Tennessee. In 2022, we bade farewell to our longtime ED and co-founder Oriaku Njoku and welcomed interim ED Jalessah Jackson to guide us during ARC's leadership transition.

ARC-Southeast believes that if we are going to unapologetically make reproductive justice a reality in the Southeast, we must change hearts and minds with unconditional, revolutionary, and radical love.

Funding abortions is central to our work; approximately \$730,000 was used to fund abortions in 2020-2021. In 2021, ARC responded to 6103 cases, representing \$801,499 in funding, an increase of 19% over the prior year. These numbers have increased significantly in 2022 and 2023.

In addition to our core work of funding abortions, we fulfill our mission and [values](#) by building power through these five [programs](#):

1. **REPRODUCTIVE JUSTICE: ASK, TALK, LISTEN** (RJ:ATL) is a program dedicated to exploring the intersections of reproductive justice and the many issues we face in our lives and communities through conversations with community partners. It is hosted on the 4th Thursday of every month.
2. **SOW.NOW.WHAT** (SNW) is a monthly peer-to-peer support group for ARC-Southeast callers and people who have had abortions. It's a confidential and safe space for community members to discuss their abortion experiences and connect with others. The group is hosted on the 2nd Thursday of every month.
3. **PRACTICAL SUPPORT VOLUNTEER NETWORK** (PSV NETWORK) consists of community volunteers who provide direct assistance to make abortion access a reality for all. They give rides, provide childcare, support language access through interpretation, and much more.
4. **REPRODUCTIVE JUSTICE ADVOCATES PROGRAM** deploys advocates who, through outreach, advocacy, or community education, speak up for reproductive justice and abortion access in their communities across the Southeast.
5. **PLAN B: SOUTHEAST** addresses barriers to care by providing free emergency contraception within our region via community outposts.

Since 2015, ARC-Southeast has grown from a staff of 1 to a team of 16 including Southerners of all backgrounds. Further growth is planned in 2023 and beyond. Over 75% of ARC's budget is funded by foundation grants with the bulk of other resources raised through contributions and events.

This success has allowed ARC-Southeast to complete nearly 25,000 intakes for people in need of abortion care in Alabama, Florida, Georgia, Mississippi, South Carolina, and Tennessee. We have built partnerships with over 30 clinics in our six-state region and five other states.

In 2021, we collaborated with Emory RISE on ARC's first publication, a journal article that was one of the top five publications cited by members of the Society for Family Planning. Equally important to our community, during this time we supported the leadership development of 12 interns, four of whom ultimately joined the

ARC-Southeast staff team, and expanded our board from the seven founding members to nine new members as of November 2022.

## **KEY RESPONSIBILITIES**

ARC-Southeast's ED will provide vision and strategic direction to the organization, oversee fund development, and serve as an institutional advocate and spokesperson. While the ED leads alongside a dedicated team of staff and volunteers, they are also a hands-on participant in the organization's programs, communications, and operations. ARC-Southeast's ED will prioritize our [organizational values](#) both internally and externally.

The ED works closely with the Board Chair and reports to the nine-member Board of Directors. They will directly supervise the Deputy Director, Director of Caller Services, Outreach and Organizing Manager and provide overall leadership to a staff team of 16 that is based in Atlanta, Georgia. To assist in their success, the ED is directly supported by an Executive Assistant. The ED is an important internal and external leader who galvanizes staff, interns, volunteers, the Board of Directors, constituents, and allies to achieve ARC-Southeast's mission. Key areas of responsibility include:

### **Strategy & Management**

- Provides leadership and vision to advance ARC-Southeast's mission and build aligned strategies, effective communication and coordination, and a sense of community across departments and constituencies.
- Leads the development of new programs and builds organizational capacity to sustain and grow programs while ensuring that ARC-Southeast's [values and mission](#) are reflected throughout the team and programs.
- Leads the development, implementation and assessment of the organization's strategic plan and departmental work plans, including the development of objective, values-aligned performance measures that promote accountability, meet funder expectations, and fulfill compassionate and affordable reproductive health care standards.
- Builds knowledge and expertise, when appropriate, about relevant local, state, and national reproductive justice policy issues.

### **Communications & Relationships**

- Develops and maintains collaborative working relationships with key strategic partners, allies, coalition partners, and legislative staff including independent clinics. Specifically, the ED works with SIP Coalition spaces including the [Amplify Georgia Collaborative](#).
- Serves as a lead spokesperson for ARC-Southeast and its constituents, including media interviews and public speaking opportunities, with the goal of increasing ARC-Southeast's visibility and establishing it as the "go to" expert in reproductive health issues.
- Oversees the organization's strategic communications plan and culture change strategy, and reinforces the brand.

- Approves external communications including online communications to donors. Assists in lifting up and expanding the reach of ARC-Southeast caller and stakeholders' stories.
- Maintains and evaluates current and new marketing tools.

### **Fund Development**

- Leads the organization's fundraising efforts and ensures fundraising goals are met. Develops and stewards relationships with major individual donors and institutional donors, including meetings and events.
- Oversees prospect research, grant applications and reports, and monitors program budgets and grant deliverables in cooperation with other staff.
- Supports the board and fundraising volunteers in reaching their fundraising goals.

### **Finance, Human Resources & Operations**

- Conducts financial planning and oversight to ensure the fiscal sustainability and accountability of the organization and to achieve values-based growth.
- Develops the annual operating budget and provides quarterly financial statements to the Board.
- Supervises assigned staff and manages consultants, as needed.
- Mentors, models and supports a climate of learning, wellness and leadership development across the organization.
- Collaborates with the Deputy Director to ensure the safe and smooth running of the organization including day-to-day operations, compliance with legal, financial and personnel regulations, and handling of human resource matters in accordance with personnel policies.

### **Board Relations**

- Works collaboratively with the Board Chair and the Board of Directors as a whole to help them fulfill their governance and fund development responsibilities.
- Supports the Board's capacity-building and decision-making on ARC-Southeast's strategic direction.

### **CANDIDATE PROFILE**

Successful candidates will demonstrate most or all of the following qualifications:

**Leadership Experience** | Experience as a senior leader in an organization with similar values, diversity and comparable or greater size as ARC-Southeast. While experience at the executive or deputy level is a plus, we are open to first-time EDs and those who have come to the field in nontraditional ways. Experience working with governing boards is helpful. Direct experience within the reproductive justice or abortion funding space, or in a closely aligned social justice movement, is strongly preferred.

**Political Alignment |** A commitment to abortion access and full reproductive healthcare for all people within a broader frame of social, economic, and racial justice for all. This calls for an ability to work with a nuanced and intersectional understanding of privilege, power and oppression. A background in community organizing, base-building or leadership development in low-income communities of color is a plus.

**Relationship Building & Collaboration |** Skilled at establishing and maintaining authentic relationships across constituencies. ARC's next leader will create an environment of listening and learning, and will respect the voices and expertise of colleagues and community members. They will bring substantial experience working in coalition with multiple organizations and will be an effective facilitator who is comfortable with ambiguity and conflict and who seeks common ground without compromising ARC's mission.

**Fundraising & Communication |** A clear, compelling and authentic communicator who is comfortable talking about reproductive health issues, including abortion. Candidates should be able to demonstrate success in fund development and implementation with an emphasis on foundation grants and relationship-building. Knowledge of major and individual donor strategies is a plus. A familiarity with marketing and outreach strategies will be a significant asset.

**Finance & Operations |** A solid grasp of organizational finance, budgets, and operations, and the sound judgment to consult relevant experts when needed, will be important for candidates to come ready to lead. Candidates who are willing to strengthen their understanding in these areas through professional education will also be considered.

**Strategy & Planning |** A curious, strategic thinker who is proficient with planning and assessment at the program and organizational levels and who regularly pursues knowledge and skills that can advance the capacity and impact of the organization. ARC's next ED will be highly organized, detail-oriented, able to prioritize and manage multiple tasks, and effective when making strategic decisions in complex or fast paced situations.

**Team Building & Wellness |** Strives to cultivate a productive, healthy, joyful and learning-centered work environment and follows best practices in human resources. Ability to communicate clearly with and train/mentor staff and interns from all backgrounds. Comfortable with conflict resolution and setting healthy boundaries. Approaches work with radical honesty, humility, gentleness, and integrity. A background in transformative, restorative or healing justice is strongly desired.

## **COMPENSATION & LOCATION**

- This is a **full-time, exempt position** that requires work both in and out of the office and some evening and weekend obligations.

- **Although we hope our next leader will reside within commuting distance of our Atlanta offices, we are open to candidates outside of the state of Georgia who reside in (or will relocate to) one of the six states that ARC-Southeast serves.**
- Typically the ED travels approximately twice a month with some overnight stays. ARC-Southeast is open to discussing other travel expectations based on the new leader's capacity and the needs of the role. We see travel as a relationship-building opportunity and not a barrier for candidacy.
- ARC envisions that its next leader will hold substantial life or professional experience in the southeast that will be reflected in their understanding of and connection to our communities.
- The ED will be compensated in the range of **\$125,000-\$150,000**, commensurate with experience for a **32 hour work-week**.
- ARC fosters a human-centered work environment and offers a **comprehensive benefits package with fully paid health, dental, and vision insurance.**
  - Dependent healthcare is available at a cost to employees.
  - ARC provides unlimited PTO, quarterly restorative days off, RJ week of rest, and paid sabbaticals.
  - ARC also offers quarterly wellness and office supply stipends and dependent caregiver support, as well as a stipend for coaching and leadership development.
  - Remote work options are available in accordance with our policies.
- ARC-Southeast is an equal opportunity employer. We are deeply committed to creating a work environment that reflects the diverse nature of our society and activism. Therefore, an intentional effort is made to have a staff made up of various individuals from backgrounds that intersect with reproductive justice and the mission and vision of ARC-Southeast. We prohibit discrimination and harassment of any type and afford equal employment opportunities to employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, criminal legal history, or any other characteristic protected by law.

## **APPLICATION INSTRUCTIONS & REFERRALS**

Strategies for Social Change® LLC (SSC) is conducting the executive search and transition for ARC-Southeast. SSC is a woman of color owned and led capacity building and leadership development practice dedicated to working with social justice organizations nationally. We invite you to share this position announcement widely or to request a networking call with SSC by emailing [edsearch@arc-southeast.org](mailto:edsearch@arc-southeast.org). Phone inquiries are discouraged.

Recognizing that our movement is currently facing extraordinary challenges, ARC-Southeast's leadership search has been extended to allow more time for candidates to consider this opportunity. The **new deadline for applications is June 30, 2023, at 5pm ET**. Applications received prior to the deadline will be reviewed on a rolling basis with interviews starting in mid-June and continuing into July..

Applications should include the items listed below as a single, combined PDF and emailed to [edsearch@arc-southeast.org](mailto:edsearch@arc-southeast.org).

1. A thoughtful and compelling cover letter that addresses why you are interested in working with ARC-Southeast and what relevant qualifications and experience you bring to this role.
2. A resume.
3. A list of three references that includes names, affiliation, relationship to you, email addresses and phone numbers. References will not be contacted until the final stage of interviews and candidates will be given an opportunity to notify their references in advance.

Please submit a single PDF. Applications that are incomplete or that come with multiple attachments will not be accepted.