



Executive Director – San Francisco, CA

## **THE ORGANIZATION**

Playworks is a national nonprofit organization that improves school climate, reduces bullying and increases student engagement in school through play and physical activity. With Playworks Pro training and our onsite Coach and TeamUp services, we teach children to resolve conflicts that arise at recess and carry over to the classroom, restoring valuable teaching and learning time. Playworks helps transform recess into a safe, fun and inclusive time that gets students active and engaged so they can return to the classroom focused and ready to learn.

Playworks' vision is that one day every child in America will get to play - every day. We create a place on the playground where every kid belongs, has fun and is part of the game. Playworks offers an essential opportunity for children to explore their imaginations, to connect with other kids and to stretch and grow physically, emotionally and socially.

Playworks has been operating in the Bay Area since the organization's inception in 1996. The Bay Area Playworks program has some of the longest-standing relationships with schools and the surrounding community and has earned a reputation for being a catalyst and leader in providing opportunities for play throughout the Bay. Today, we're serving more than 50,000 students in 120+ schools around the Bay Area through our programs and professional development.

## **THE POSITION & PERSON**

Reporting to a regional executive officer and working closely with a local board, the executive director is responsible for conceiving and implementing a strategy for local fundraising and board development; supporting the program director's efforts to establish new school partnerships; inspiring and leading the team that delivers Playworks programming in the schools; and actively participating in activities to sustain Playworks' mission in San Francisco and the Bay Area. Unique to San Francisco, the executive director will work in collaboration with two other Bay Area executive directors in the East Bay and Silicon Valley offices.

The executive director oversees all aspects of Playworks' programming, including planning, implementation, expansion, evaluation and overall quality. S/he works in collaboration with the Silicon Valley and East Bay executive directors as part of the NorCal Playworks network as well as with our Bay Area based national leadership team to share best practices and promote learning. The executive director will manage the budget to accomplish the program goals and the sustainability of Playworks in San Francisco.

The executive director will rely upon a talented and capable team to accomplish its mission in San Francisco. S/he is responsible for establishing the organizational values, promoting a fun and collaborative environment, communicating expectations and recognizing star performers (there are a lot of high-fives given at Playworks). Your prior leadership experiences and references should reflect a leadership style that is inclusive, adaptable and brings out the best in a team. It goes without saying that the executive director will set the example and lead by it.

Fundraising is a significant responsibility of the executive director and the successful candidate will appreciate and embrace that aspect of the job as much as any other. Although there is a development manager, the executive director is expected to be actively involved in fundraising and is responsible for designing and implementing the development plan in collaboration with the two other Bay Area executive directors.

The strongest candidates will have an extensive professional network in the Bay Area that can be relied upon to achieve fundraising success and program growth. Prior experience as an executive director is strongly preferred; however, exceptional candidates who have a demonstrated record of success leading high performing teams, fundraising and managing a large budget will also be considered. A strong knowledge of the public school system and the education sector is essential for success in this role and preference will be given to candidates who possess such knowledge.

The executive director is the external face of Playworks and this role requires a great deal of personal interaction on a daily basis with people of diverse interests and backgrounds. Exceptional communication skills—the ability to listen, discern, think on one's feet, inspire confidence and speak persuasively—are absolutely essential, as is mastery of the written word.

## **PROCEDURE FOR CANDIDATES**

Inquiries, nominations and applications are invited and will be considered until the position is filled. The salary and benefits are generous and commensurate with experience, qualifications and salary history. Candidates from diverse backgrounds and cultures are encouraged to apply.

This position description is not intended to be an exhaustive list of all responsibilities and requirements. It is presented as a fair reflection of the principal job elements. The search will be conducted with respect to the confidentiality of candidates. References will not be contacted without prior knowledge and approval of the candidate.

APPLY ONLINE: [www.playworks.org/join-the-game/join-our-team](http://www.playworks.org/join-the-game/join-our-team)