



MainStream Coalition
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mainstreamcoalition.org

Job Announcement

Executive Director, MainStream Coalition

Organizational Background

The MainStream Coalition is a not-for-profit, nonpartisan organization with a mission to inform and engage individuals to advocate for good governance, quality public education, healthy communities, and sustainable fiscal policy. We do this work through three separate entities.

- The MainStream Education Foundation is the organization's 501c3 arm, focused on voter education and voter mobilization. MainStream's Voter to Voter program is the lead organization in the state of Kansas doing nonpartisan voter turnout.
- The MainStream Coalition is a 501c4 and leads the agency's advocacy efforts including regular communication to the MainStream network, testimony in Topeka, and action alerts tied to key legislative priorities.
- MainPAC is the political action committee of the MainStream Coalition. The PAC engages in direct electoral activities.

The MainStream Coalition has been working to educate, advocate, and activate voters for over 25 years, to stand against political extremism and to guard against the encroachment of religious doctrine in the public space, MainStream now works on multiple key issues at the local, state and in some instances, Federal, level.

The organization is poised after a decade of strong growth to radically impact the political landscape of Kansas, with a committed network of supporters, a cutting edge relational voter engagement program, statewide digital tools, and a clear voice advocating for ALL Kansans. The next Executive Director will have the opportunity to be at the forefront of making a real difference.

To learn more about the work of the MainStream Coalition, please visit www.mainstreamcoalition.org

Position Summary

The next Executive Director will join a strong team and lead an organization that has experienced significant growth and is prepared to expand its scope throughout the state of Kansas. The Executive Director will lead and manage the operations and activities of the MainStream Coalition and its three separate entities, direct the work of the staff, and serve as the lead face of the organization. The position reports to the Board of Directors and is responsible for leading fundraising, communications, and programs.

Responsibilities

The Executive Director is responsible for leading the MainStream Coalition in an exciting array of areas. While not for the faint of heart, the potential to do enormous good in Kansas is there for the right individual.

Leading

- Serve as an effective and visible spokesperson for the organization, representing the organization in the media, increasing public awareness, and broadening the organization's reputation to strategic constituents.
- Implement policies, programs, goals, and objectives as established by the Board of Directors.
- Initiate and strengthen relationships, funding partnerships and collaborations with organizations and leaders who are connected to MainStream's mission and purpose.

Navigating Politics

- Work within a political, and at times partisan, context and remain committed to leading in a nonpartisan manner.
- Convene, collaborate and engage with diverse stakeholders to pursue the policy advocacy and electoral objectives of the organization.
- Maintain relationships with legislators and elected officials in order to be informed and to navigate political realities.
- Be a resource to candidates and individuals considering a run for office.
- Translate policy and politics for the larger community, voters and other stakeholders.

Fundraising

- Be the organization's lead fundraiser, leading Board and staff in all fundraising efforts, including but not limited to:
 - Oversee granting foundation relationships and grant funding opportunities.
 - Maintain major donor relationships (major gifts and legacy giving)

- Oversee fundraising events (800+ person annual dinner, 500+ person biennial walk, etc.).
- Support the political action committee in fundraising for candidates and electoral activities.
- Oversee individual giving and membership.
- Develop other fundraising opportunities.

Fiscal Management and Oversight

- Ensure that the organization has strong financial operations, an approved budgetary process and sound financial controls.
- Ensure the Board of Directors has the tools to understand and manage the fiscal health of the organization.

Board Relations

- With the Board, establish a clear vision for the continued growth and expansion of the organization.
- Conduct annual and long-term strategic planning with the Board, setting goals and ensuring that goals and outcomes are met.
- Regularly brief the Board of Directors on the status of the organization.
- Provide the Board with the inspiration and tools to be strong advocates for the organization, engaging in meaningful participation to further the organization's goals.
- Lead the Board in being active fundraisers for the organization.
- Work with the board to identify and help recruit new board members who will add diversity to the board and whose talents, interests, and commitment will help to further MainStream's mission.

Staff Leadership

- Provide direction to guide programs and activities that align with the organization's vision and mission.
- Work in partnership with the Board and Staff to carry out policies approved by the Board of Directors.
- Provide direct supervision for senior level staff.
- Effectively manage day-to-day operations and provide fiscal oversight.

Qualifications and Experience

The Executive Director should have the following experience and qualifications:

- Minimum of 5 - 7 years in either an executive nonprofit or government-related position.
- A successful track record of fundraising through small and large events, individual giving, major gifts and grants.
- Education: Bachelor's degree, advanced degree preferred.

A successful candidate will be:

- An effective communicator and persuasive public speaker.
- Personally committed and passionate about advancing MainStream's mission, values, and goals.
- Able to juggle multiple competing interests and priorities.
- A creative and innovative leader who is politically astute and able to identify opportunities for MainStream to make a measurable impact in the community.
- A straightforward leader; one who shares information easily; listens as well as gives advice; respects the abilities of others; and inspires collaboration.
- An inspiring leader with a record of success supporting staff of diverse personalities and talents in meeting organizational goals.

Compensation

Compensation for this position is competitive with sector norms with a salary range of \$70,000-\$80,000 annually.

Benefits include a flexible work environment, a reimbursement stipend for health expenses, a monthly stipend to put toward phone and internet costs, a 3% retirement match, and generous paid time off.

Statement of Non-Discrimination

The MainStream Coalition is an equal opportunity employer. We encourage applications from all qualified individuals without regard to race, color, religion, gender, gender identity or expression, sexual orientation, age, national origin, marital status, disability, veteran status, and any other protected class.

Application Process

Submit cover letter and resume to: careers@mainstreamcoalition.org

Application deadline: September 15, 2019 or until filled

This is an updated document. The only addition was to include the submission deadline.