

POSITION
PROFILE



Executive Director,
National Center for Lesbian Rights

July 2019

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San Francisco, CA

ABOUT NATIONAL CENTER FOR LESBIAN RIGHTS

Since its founding in 1977, the National Center for Lesbian Rights (NCLR) has been at the forefront of advancing the civil and human rights of the full LGBTQ community and their families through impact litigation, public policy, and public education. NCLR was the first national LGBTQ legal organization founded by women and brings a fierce, longstanding commitment to racial and economic justice, and to protecting its community's most vulnerable.

Mission: NCLR is a national legal organization committed to advancing the civil and human rights of lesbian, gay, bisexual, and transgender individuals and families through litigation, legislation, policy, and public education.

NCLR litigates precedent-setting cases at the trial and appellate court levels, shaping the legal landscape for all LGBTQ individuals and families across the nation. For more than three decades, NCLR has litigated historic cases, including serving as lead counsel in 2008 in *In Re Marriage Cases*, in which the California Supreme Court ruled that the state can no longer exclude same-sex couples from marriage, including holding that LGBTQ people are entitled to the highest level of constitutional protection, the first time any high court has ever done so. In 2015, NCLR's Tennessee marriage case was one of four cases the U.S. Supreme Court reviewed as the Court ruled in favor of marriage equality nationwide. NCLR is still blazing trails in pursuit of justice, fairness, and legal protections for all LGBTQ people.

NCLR also advocates for equitable public policies affecting the LGBTQ community; provides free legal assistance to LGBTQ people and their legal advocates; and provides community education on LGBTQ issues. NCLR has led the way by being the first national LGBTQ organization to establish the following initiatives, all of which are ongoing:

- Youth Project (1993): protecting and expanding the rights of LGBTQ youth
- Immigration Project (1994): NCLR has never lost an asylum case
- Elder Law Project (1999): protecting LGBTQ elders from injustice
- Transgender Law Project (2001): defending the trans community's rights, including the right to parent as a trans person and to parent transgender kids
- Sports Project (2001): to tackle the rampant homophobia and transphobia in sports
- Family Protection Project (2006): to improve access to family law services for low-income same-sex parent families, with a focus on serving families of color
- #BornPerfect campaign (2014): to end conversion therapy nationwide
- #Equality4Families campaign (2015): to raise awareness about the need to update family laws across the country to fully protect LGBTQ parents and their children

NCLR's legal, policy, and legislative victories set important precedents that improve the lives of LGBTQ people across the country. The organization's free legal assistance empowers individuals to assert their own legal rights, and NCLR's community and public education broadens public support for LGBTQ equality. For more information, please visit [the NCLR website](#).

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THE OPPORTUNITY

The National Center for Lesbian Rights (NCLR) seeks an Executive Director (ED) to serve as an inspirational leader for NCLR and the LGBTQ communities and movement. For more than 40 years, NCLR has been at the forefront of advancing LGBTQ equality through litigation, legislation, policy, and public education across the country.

The ED is a creative visionary who is fluent in progressive politics and models NCLR's longstanding commitment to feminism, intersectionality, and racial and economic justice. The ED's role is predominantly outward-facing and focused on public communication, movement-building, and fundraising. The ED is also an important internal leader who works closely with the management team and Board to keep the organization strategically aligned and successfully advancing NCLR's mission.

NCLR is an established legal advocacy organization with leadership and management functions distributed across a number of Directors working in coordination with the ED. The ED leads a senior team that includes the Legal Director (a long-tenured internal and external leader), Deputy Director (responsible for internal management), and Director of Development (a strong fundraising partner to the ED). There is also a larger Management Team, which includes the Senior Team plus the Policy Director, Director of Finance and Operations, and Digital Strategy and Communications Manager.

The ED is based in the organization's national office in San Francisco. NCLR also has a Washington, DC, office. The position requires frequent domestic travel.

KEY RESPONSIBILITIES

Approximate percentages are indicated below for the distribution of time across the following three areas of ED responsibilities. Often, the activities in these categories overlap or interrelate, so percentages cannot be understood as fixed. The ED needs to be flexible and able to perform a mix of these areas of responsibility in a single day and to shift between them with ease.

- 1) **Provide strategic direction and leadership for the organization's fundraising activities and ensure long-term financial sustainability.** *The ED is expected to spend 50% (or more) of their time in this area.*
 - Partner with the Director of Development on the creation and implementation of a fundraising plan that leverages strengths of the development team, Board, and staff.
 - Actively engage in fund development with individual donors, foundations, and businesses.
 - Cultivate a portfolio of key donor relationships.

- 2) **Lead NCLR's external community-building efforts. Act as a primary NCLR spokesperson.** *The ED is expected to spend roughly 25% of their time in this area. NCLR also has other staff that represent the organization in their areas of expertise.*
 - Sustain existing external relationships and build new ones.
 - Grow coalitions in the racial justice space.

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- Develop NCLR’s reputation and presence as a valued movement builder.
- Promote NCLR at community events, conferences, and fundraising events, as well as on traditional and social media.
- Elevate the voices of other NCLR staff and of other organizations doing aligned work.
- Contribute to shaping larger movement strategies, develop relationships with key partners, and support the development of allies and emerging leaders in the field.

3) **Ensure the organization is internally aligned and operating effectively.** *The ED is expected to spend roughly 25% of their time in this area.*

- Provide strategic leadership for programs and financial sustainability.
- Maintain deep connection with and understanding of programmatic work and core content.
- Ensure effective planning and evaluation practices that align staff and Board.
- Partner with the Deputy Director and management team to ensure a healthy and positive workplace and strong infrastructure.
- Support the Board of Directors to successfully carry out its roles and meet its goals. Cultivate relationships with and among Board members, and between Board and staff.

CORE COMPETENCIES

The ED of NCLR will be a strategic and innovative leader, with an unwavering commitment to speaking out and fighting for the rights of LGBTQ community members. The ideal candidate will have demonstrated past success in a senior leadership position and understands how to use the law to accomplish NCLR’s mission. A background in civil rights is necessary, *ideally an LGBTQ rights* background, but experience may also come from other areas relevant to NCLR such as family law, employment rights, and impact litigation.

The ED will have the credibility to build deep and abiding trust with a number of constituencies and the capacity to influence and bring them together around shared goals. This individual will be a confident and effective communicator with the ability to speak persuasively about the importance of equality and justice, and to convey with fluency and clarity that NCLR is a feminist organization at its core. They will serve as a model of openness, generosity, and acceptance while leading with personal and professional integrity, warmth, and humor.

A Bachelor’s degree is required for the position; a law degree or an advanced degree in a related field is highly desired.

Additionally, the ideal candidate will have the following professional competencies and personal characteristics (items that are desired, but not required, are in italics):

Mission Alignment & Expertise

The ED will have a deep love for, involvement in, and knowledge of LGBTQ communities, movements, and concerns. This individual will have a demonstrated commitment to feminism, intersectionality, and racial and economic justice. *The ideal candidate will also have experience working to advance these values and proven experience with all facets of the LGBTQ movement from an intersectional perspective.*

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Strategic Leadership & Vision

The ED must be an inspiring leader and visionary thinker who will be strategic about the LGBTQ movement and NCLR's role in it. This individual will have experience establishing a clear and understandable vision for equality around issues that affect disproportionately LGBTQ, engaging NCLR and the broader community, including communities of color, in the implementation of the vision and goals. *Preferred candidate will have previously excelled in an LGBTQ movement leadership role.*

Relationship Building & Collaboration

The ED will have demonstrated experience building and developing coalitions with other organizations in the LGBTQ movement focused on litigation and the groundwork necessary to collectively elevate our communities. They will come to NCLR with a demonstrated track record of inspiring and facilitating open, productive, and challenging conversations centered on intersectionality across the movement and will have exemplary skills in internal/external constituent relations and public speaking. This individual will be a strong and natural bridge-builder internally and externally, and fearless in taking on equity issues within the movement.

Expertise in Fundraising

The ED will be a versatile and experienced fundraiser with a measurable track record of success in and genuine enthusiasm for development, including a strong background in individual, institutional, and corporate giving. *Bringing an established network of donors to the role is a plus* and this proven fundraiser will be a flexible, confident, and self-motivated thought partner who will work with the Board of Directors and Director of Development in identifying and devising development strategies for NCLR in order to strengthen its resource base.

Management & Organizational Development

The ED will have strong business acumen and a thorough understanding of current best practices in nonprofit management. Taking pleasure in being a "hands-on" manager of an organization during a period of transition, the ED will excel at strengthening the infrastructure and supporting implementation of the systems required to execute a strategic vision for NCLR.

An emotionally intelligent leader, the ED will be an accessible and visible manager who will build, nurture, and retain a strong and diverse team of professionals focused on excellence, accountability, and efficiency. They are an effective, collaborative decision-maker and can foster a resilient leadership culture that supports agility and the ability to pivot. This individual will lead with openness to new ideas while also respecting the history and past approaches of the organization.

External Relations & Communication

The ED is an effective influential communicator, possessing strong verbal and written communication skills and the capacity to articulate complex legal concepts with purpose to non-legal audiences. This individual will have an inspired ability to listen intently to a variety of constituent groups, synthesize input, make decisions, and share information broadly in order to build consensus and support for action with a clearly articulated vision.



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COMPENSATION

The target salary range for this role is \$225,000-\$250,000 and will be commensurate with experience.

CONTACT

Naree W.S. Viner and Stephen Milbauer of Koya Leadership Partners have been exclusively retained for this search. To express your interest in this role, please submit a compelling cover letter and resume [here](#), or email Stephen directly at smilbauer@koyapartners.com. All inquiries and discussions will be considered strictly confidential.

The National Center for Lesbian Rights affirmatively values diversity and seeks to hire staff that reflects the diversity of our communities. Transgender people, non-binary people, intersex people, people of color, formerly incarcerated people, and people with disabilities are particularly encouraged to apply.

NCLR provides reasonable accommodations for the application, interview, or any other aspect of the employee selection process to applicants with disabilities. Please e-mail humanresources@nclrights.org to request an accommodation.

NCLR is an equal opportunity employer. NCLR is committed to providing a work environment free of harassment, discrimination, retaliation, and disrespectful or other unprofessional conduct based on sex, sex stereotype, race, color, creed, gender, gender identity, gender expression, religion, marital status, registered domestic partner status, age, national origin, ancestry, physical or mental disability, medical condition, genetic information, sexual orientation, weight, height, military or veteran status, or any other characteristic or status protected by federal, state, or local law. This policy applies to all employment practices including hiring, benefits, promotions, training, disciplinary action, and termination.

Koya does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, sexual orientation, military status, veteran status, genetic information, gender identity, or any other characteristics protected by applicable federal, state, or local law. We encourage all to apply because we believe a diversity of voices leads to better discussions, decisions, and outcomes for everyone.