

EXECUTIVE DIRECTOR

We're Hiring

➤ Responsibilities:

* **Strategic Leadership & Governance**

- Provide operational, financial, and strategic leadership to ensure alignment with the vision and goals of the ODA Board.
- Lead governance and oversight of operational activities, including budget, procurement, accounting, IT, human capital, and more.
- Drive strategic planning, budgeting, and forecasting of operations and decision-making, addressing risks in all aspects of the plan.
- Oversee short-range and long-range operational strategies, plans, and priorities of the Association.
- Participate and lead within a state-wide or multi-state professional service organization.

Collaboration & Community

* **Engagement**

- Lead collaborative community response initiatives relevant to substance use, mental health, or other needs of vulnerable populations.



The Executive Director will serve as a principal advisor to the Ohio Deflection Association (ODA) Board, guiding all policy matters related to services, growth, and operations.

This leadership role involves shaping and allocating resources to align ODA services with the evolving needs of the deflection field, driving strategic planning, and overseeing the organization's activities to achieve its goals.

Candidates will be evaluated based on their qualifications and experience.

A review panel will assess resumes and applications, and highly qualified candidates will be invited to interview.

Further assessments may include situational exercises or reference checks.

Required Documents

Resume showing relevant experience.

Notice of interest, cover letter.

Please email documents to odaassociate@gmail.com

Apply by: January 3, 2025

➤ Responsibilities (continued):

- Serve as the association's spokesperson, representing its mission at events, meetings, and public forums.
- Cultivate relationships with government officials, service providers, community organizations, and media to promote ODA's mission.
- Lead partnerships with other deflection organizations, community leaders, politicians, and business leaders on advancing initiatives.
- Contribute creative thought partnerships to streamline efficiencies across the deflection field.

* **Operations & Program Oversight**

- Manage and oversee the implementation, reporting, and enhancement of ODA's operational strategies and plans.
- Ensure the documentation of time, services, and deliverables to the ODA Board and funders.
- Monitor deflection-focused grant applications, management, and reporting processes.
- Lead ODA personnel, creating a welcoming and positive work environment while maintaining operational excellence.
- Contribute to the operationalization of the vision of the ODA membership and Board, adapting to evolving needs.

* **Public Safety & Policy Advocacy**

- Represent ODA in state, federal, and local settings, communicating the importance of collaborative service.
- Track legislation and policy decisions affecting substance use, mental health, and housing populations.
- Promote public safety, public health, and community-led responses for vulnerable populations, such as those impacted by homelessness and substance use.
- Develop strategies to address service issues and escalate critical issues to the ODA Board for decision-making.
- Engage in discussions with policymakers to ensure the advancement of ODA's mission and goals.

* **Leadership, Team Management & Flexibility**

- Lead and inspire the ODA team, fostering collaboration and positive work culture.



➤ Responsibilities (continued):

- Embrace the values of equal voice and standing for all ODA members and stakeholders.
- Ensure the role's flexibility to adapt to changes in the association and its evolving mission.
- Actively listen to members and ensure the representation of their voices within the organization.
- Demonstrate project management experience and a willingness to travel across Ohio, the region, and the United States to grow ODA's impact.

➤ Requirements:

* **Education & Experience:**

- Candidates should have a broad range of leadership experience, particularly in executive-level managerial roles. Experience working in community collaboration and response initiatives, especially those focused on substance use, mental health, or deflection-related issues, is preferred.

* **Core Competencies:**

- Relationship building and collaboration with external stakeholders such as government agencies, nonprofit organizations, and community leaders.
- Expertise in strategic planning and translating goals into actionable operational plans.
- Strong financial management skills, including budgeting, forecasting, and grant management.
- Experience in leading and mentoring teams, managing cross-functional initiatives, and resolving complex issues.
- Proficiency in public speaking, advocacy, and media relations.

* **Travel & Flexibility:**

- Occasional travel within Ohio, regionally, and nationally may be required. The role is flexible, and the Executive Director will work remotely from any location that best serves the ODA Board and members.



➤ Requirements (continued):

* **Conditions of Employment**

- U.S. Citizenship or national status is required.
- Successful completion of application review and interview process.
- A background investigation may be required if selected.

* **Work Hours, Salary, and Location:**

- The ODA Executive Director is a part-time contractor position, requiring 16 hours per week (not to exceed 832 hours annually).
- Compensation is \$60.00 per hour, with no fringe benefits.
- The position is remote, offering flexibility to work from any location.

Upon receipt of the notice of interest or cover letter and resume, each candidate will receive an acknowledgment email that your submission was successful.

After reviewing your application packet, you will be notified of your status via email. Please be aware that emails could reside in your "junk," "bulk," or "spam" mail folder, depending on your filters.

Thank you for your interest in the Ohio Deflection Association Executive Director position!

