



Scion Executive Search (www.scionexecutivesearch.com) has been retained to conduct the search for a new President and Chief Executive Officer (CEO) on behalf of our client, The Historic Trust; an impactful nonprofit devoted to inspiring civic pride and economic vitality through education, preservation, and celebration of the community's history.

ABOUT THE HISTORIC TRUST:

Established in 1998 as the *Vancouver National Historic Reserve Trust*, the 2017 rebranded **The Historic Trust** is a regionally recognized 501(c)(3). The organization plays an integral role in cultivating a vibrant community that preserves and celebrates its rich history while shaping its legacy for the future. The organization operates a portfolio of education programs, including the regionally recognized Pearson Field Education Center. The Historic Trust preserves and manages many of the most treasured and iconic properties in Southwest Washington including the City of Vancouver's Officers Row and West Barracks, and The Historic Trust's own Providence Academy. Additionally, the Historic Trust plans and produces significant commemorative, patriotic, and celebratory events in the community for groups ranging in size from a few hundred to tens of thousands.

POSITION OVERVIEW:

The Historic Trust seeks a visionary business leader skilled in driving organizational success and empowering high performing staff. Reporting to the Board of Directors, the President/CEO will be based in Vancouver, Washington and have overall management responsibility for a growing organization with an operating budget of \$5M+, \$9M in net assets, 15-20 FTE paid staff, and a volunteer base of 40 (peaking to 250 for certain events each year). This individual will be charged with leading The Historic Trust through its next phase of growth and evolution and will work effectively with the Board of Directors on governance, budget, strategy, and donor development.

KEY RESPONSIBILITIES:

- **Governance:** Cultivates an effective Board of Directors and ensure they are able to exercise their full governance and service potential on behalf of the organization. Supports operations and administration of Board by advising and informing Board members, interfacing between Board and staff, and supporting Board's evaluation of the president and CEO.
- **Strategic Planning:** In concert with the Board of Directors operates to an agreed upon strategic plan that maximizes The Historic Trust's community impact. Tracks results and updates plan on regular cycles.
- **Fundraising:** Actively engages in the cultivation and solicitation of philanthropic support through donations, sponsorships, planned giving, and other sources. Oversees fundraising staff in planning and implementation, including identifying resource



requirements, researching funding sources, establishing strategies to approach funders, submitting proposals and administrating fundraising records and documentation.

- **Human Resources:** Effectively build, retain, manage, and develop a high performance team (paid and volunteer).
- **Programs and Services:** Oversees design, marketing, promotion, delivery and quality of programs, products, and services. Support calculated plans to expand its portfolio of relevant, community valued, and sustainable programs.
- **Property Management:** Manage the growth and diversification of the organization's portfolio.
- **Financial Oversight:** Recommends yearly budgets for Board approval and prudently manages the organization's resources within those budget guidelines.
- **External Relations:** Represents The Historic Trust at executive level with all external constituencies. Develops supportive and effective relationships with relevant stakeholders that enhance realization of The Historic Trust's mission.
- **Event Management:** Effectively lead and direct staff and volunteers during relevant community events that provide the greatest benefit to the public.

KEY ATTRIBUTES:

- 3-5+ years of successful experience as a CEO, Executive Director, or another highly related top level position of a similarly scoped nonprofit organization.
- Demonstrated skills in building, motivating, and retaining high performance teams, including paid staff and volunteers.
- A humble and hands-on nonprofit leader who's willing to roll up their sleeves to get the job done while thriving in a broadly defined and autonomous environment.
- Experienced leader with demonstrated skills leading a nonprofit, or equivalent for-profit, organization in the \$4M+ revenue range with a complex set of community offerings, stakeholders, and business models.
- A genuine passion and a deep appreciation for the mission of The Historic Trust.
- Track record of success forming and executing effective fundraising plans including demonstrated ability to raise funds in the \$2M/yr+ range from diverse sources including individual donors, corporate sponsors, foundations, and the public sector.
- Proven ability to cultivate long-term genuine relationships with donors and community partners; proven success in building collaborative networks and relationships across sectors including nonprofit, education, business, and government.
- Comprehensive management skills including strategic planning, financial oversight, marketing, team leadership, and customer service.
- Charismatic leader with the skills and credibility to speak and act as the face of The Historic Trust on a local and regional stage in partnership with Board members.
- Excellent communication skills including public speaking, written, and interpersonal communication skills.



- Demonstrated vision and entrepreneurial skills for identifying and implementing financial and programmatic opportunities that ensure long-term organizational stability.
- Prior experience working with and reporting to a Board of Directors, maintaining effective and trusting relationships while forging consensus and engendering support under a shared governance model.
- Strong entrepreneurial skills and history of providing visionary leadership at the executive level to lead The Historic Trust into the future.
- Bachelor degree, or equivalent experience, in relevant field required. Masters degree in business or nonprofit management preferred.
- Ability to travel as needed to foster partnerships, cultivate high target major donors, as well as learn best practices and create awareness at industry-related events and conferences

COMPENSATION AND BENEFITS:

This exciting opportunity offers the ability to make significant impact leading and growing an established nonprofit committed to inspiring civic pride and economic vitality through education, preservation, and celebration of our community's history. Starting compensation includes: a very competitive salary dependent on experience, plus full benefits package that includes a 403b, paid medical, dental, vision, life insurance, sick time, paid vacation, and paid holidays.

HOW TO APPLY:

For immediate consideration, please submit your application (attaching your resume and cover letter in MS Word) online through: <https://www.scionstaffing.com/jobportal/#/jobs/5473>.

ABOUT OUR FIRM:

Scion Executive Search is a retained executive search firm connecting executive nonprofit leadership to nonprofit organizations and foundations across the country. Born out of the nonprofit sector, we provide expert search strategies and leadership for your organization. Our executive candidates are true agents for change, and we are experts at matching their talents, motivations, and passions to your organization's mission. Scion Executive Search has led hundreds of successful executive searches. Information about our firm and successes can be found online at www.nonprofitexecutivesearchfirm.com.

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