



SquashDrive, Executive Director

ORGANIZATION

SquashDrive is a 501c3 nonprofit organization based in the Bay Area. We were founded to enable underserved youth to reach their full academic, athletic and personal potential. We are now celebrating 10 years of carrying out this mission. Today, SquashDrive serves more than 80 student participants enrolled in 4th grade through college, all of whom are low-income students of color from Oakland and other East Bay communities. Our program features three key components: daily after school academic support; squash instruction and wellness education; and the opportunity to build character through service projects, as well as cultural and travel experiences. SquashDrive is a member of the Squash and Education Alliance (SEA) that supports 20 programs across the United States and five international affiliates. Of all students participating in SEA programs, 96% go to college. For more information, please visit www.squashdrive.org.

OPPORTUNITY

With the transition of founder Lauren Xaba, SquashDrive is seeking an Executive Director who can grow the organization's impact to serve even more students with its model of academic support, squash training and character education. The ideal candidate for this position will be: an entrepreneurial leader who knows how to support and develop a team; a strong fundraiser who can inspire individuals, corporations and institutional donors to support SquashDrive's unique approach; a close partner to the board who can maintain a high standard of board engagement and quality governance; and someone with a familiarity with programs like SquashDrive and the diverse challenges and opportunities they face. This is an ideal opportunity for someone passionate about youth education and athletics who wants to support the Bay Area's most underserved youth on their journey through middle and high school, college and beyond.



RESPONSIBILITIES

Key Responsibilities of the Executive Director include:

- **Serving as the face of SquashDrive, partnering closely with the Board, funders and the broader squash community** to secure and allocate the resources necessary to maintain the health of the organization and expand its programmatic impact;
- **Leading the strategy and “on the ground” execution of SquashDrive’s vision for success** including ensuring that its programs, culture, local partnerships, and community engagement are highly effective and tightly aligned to SquashDrive’s mission and goals;
- **Managing SquashDrive’s staff**, remaining deeply committed to developing and bringing out the strengths of all team members while holding them accountable for their goals and the organization’s desired financial, programmatic and compliance outcomes;
- **Overseeing the financial and operational health of the organization** including fundraising agrant writing, budgeting, HR practices, operations and facilities;
- **Championing the broader vision of SquashDrive internally and externally** by valuing diversity, equity, and inclusion for all constituents, and maintaining an unyielding focus on what is best for SquashDrive’s students, staff and local community.

PRIORITIES

A successful first year in this role for the new Executive Director will include:

- **Strategic direction:** Lead SquashDrive through a period of remote learning, including thinking through the immediate impact on the program and funding as well as how to support students while they are unable to meet in person and/or play squash;
- **Organizational leadership and presence:** Establish strong relationships with staff, students and the board and collaborate with these stakeholders to continue SquashDrive’s strong program and organizational culture;



- **Fundraising:** Establish relationships with current donors and an ambitious but workable framework for fundraising going forward, including leadership on fundraising strategy and engagement;
- **Medium/Longer term:** Provide leadership and work with staff, board and donors to develop a plan to achieve SquashDrive's key long term priority of securing its own facility.

QUALIFICATIONS

In order to fulfill these responsibilities, the ideal Executive Director will be:

- Deeply passionate about SquashDrive's mission and commitment to enabling underserved youth to reach their full academic, athletic and personal potential (familiarity with the game of squash preferred);
- An entrepreneurial leader who is able to make decisions that drive towards results, with a track record of 7-10 years of successfully managing organizations in the education, nonprofit, and/or private sector;
- Experienced in being the primary face of an organization and raising funds through building successful business and program partnerships and/or major gifts fundraising;
- Inspiring in their management style and willing to devote time to coach and develop their team while holding them accountable to measurable results;
- Culturally competent and a self-reflective leader who understands the effects of race, class, ethnicity, income, sexual orientation, gender identity, national origin, and other areas of diversity and is able to lead direct conversations about them;
- Dynamic, versatile, and someone who engages effectively with a variety of individuals and speaks in a clear, compelling, and authentic manner about SquashDrive's goals and priorities;
- Experienced in building, working with, and leading a Board of Directors;
- Skilled in strategic planning, project management, and organization; able to focus on key organizational priorities without losing sight of the details;



- A strong partnership builder with a diverse range of community partners and institutions, like K-12 schools, youth athletic programs and universities.

COMPENSATION AND BENEFITS

SquashDrive provides competitive compensation and benefits, including a salary for this role in the range of \$125,000-150,000. More details can be provided upon request.

TO APPLY

Please submit a resume online at <https://bit.ly/2P9X2J6>. For additional questions about this position or to speak with someone about your interest, please contact Serena Moy at smoy@edgilityconsulting.com or at 510.575.9635.

SquashDrive is an equal opportunity employer and an organization that values diversity. Recruiting staff to create an inclusive organization is a priority, and we encourage applicants from all backgrounds. Candidates are evaluated solely on their qualifications to perform the work required.