



# EXECUTIVE SEARCH

## President & Chief Executive Officer





## HISTORY

AABLI was co-founded in 2011 by Yvette Chappell-Ingram, Virgil Roberts and a group of corporate, nonprofit and philanthropic executives and leaders. Their purpose was to create a pipeline of qualified African American candidates to serve on governing boards – nonprofit, for-profit/corporate, and public boards and commissions. AABLI's work recognizes and addresses the need for diverse and culturally dynamic governance in all sectors.

To date, AABLI has trained over 700 African American professionals across the US and assisted with the placement of over 250 AABLI alumni on governing boards. AABLI has 10 board members, a staff of 4 and an annual budget of \$650K. The board intends to scale its operations, revenue, and program model to lead the movement around board diversity across America.

## AABLI AT A GLANCE

**Board Leadership Program (BLP):** AABLI's signature Board Leadership Program (BLP) is a comprehensive training program that provides the fundamentals of effective and ethical board leadership and culminates with a certification in board governance.

**Educational Leadership Series (ELS):** AABLI conducts two-hour workshops and forums throughout the year to provide training on specific governance topics to its alumni and the general public.

**Corporate Directors Initiative:** AABLI conducts programs designed to provide participants with various pathways to corporate boards.

**Placement Services:** AABLI provides placement assistance to its alumni by matching them with its Partner Organizations (those nonprofit organizations registered with AABLI).

**Events:** AABLI hosts a number of events, including a tribute reception and an alumni mixer, as well as board matching.

## THE IDEAL PRESIDENT/CEO CANDIDATE

AABLI seeks a visionary, strategic leader with an entrepreneurial approach, one who will grow the organization and help it successfully scale its operations and geographic footprint. The CEO will work effectively with the board, staff, key partners, and funders to ensure the organization is a model for training African American professionals to serve on governing boards and commissions across the country.

Reporting to the Board of Directors, the CEO will oversee the administration, programs, strategic plan, marketing, fundraising, and financial health of AABLI. Therefore, the CEO must possess a high level of broad business and management skills, be effective at generating resources and financial support for the organization and perpetuate the strategic and operational leadership required to both drive and absorb significant growth in the coming years.

Thus, to be effective in this role, the CEO should be a seasoned professional with prior executive leadership experience and a background in scaling businesses/nonprofits. The CEO will be a values-driven leader with an unwavering level of integrity and a track record of success in several arenas, particularly management, strategic planning, and mentoring staff.



### Desired Qualifications

- Strong entrepreneurial nature with a proven track record of successful fundraising for an organization.
- Charismatic with excellent interpersonal skills and the ability to foster strong relationships.
- Innovative thinker with operational experience.
- Commitment to equity, specifically in extending opportunities for African Americans.
- An engaging professional with the ability to move an agenda forward.
- Experience with fee for service contracts and developing social enterprise opportunities.
- Big picture thinker who is a working leader.

### Key Priorities:

1. Continue the growth of AABLI and refine business model to replicate and expand to a national level.
2. Diversify streams of income which will afford the organization the resources to continue to grow and expand its programming and curriculum.
3. Increased focus on placement.
4. Continue to build AABLI's brand awareness and visibility.
5. Develop a robust alumni association and implement programming to engage the alumni.
6. Build a fiscally sound organization, with significant reserves.
7. Increase staffing to support the mission.

## Primary Responsibilities:

The President and CEO's responsibilities include the following:

### Budgeting and Financial Management

- Maintain sound financial management practices;
- Report financials quarterly to the Board of Directors;
- Prepare annual operational and program budgets;
- Ensure expenditures are consistent with budgetary expectations; and
- Lead the long-term financial plan for the organization's sustainability and growth.

### Community Awareness & Relations

- Initiate and develop relationships with a broad range of community sectors including city representatives, other nonprofit agencies and business organizations;
- Serve as the principal spokesperson for the organization and undertake activities within the community that enhance the visibility of the organization;
- Represent the organization on appropriate committees and joint projects; and
- Develop and publicize information about the organization's goals, programs, and services.

### Fundraising

- Primarily responsible for fundraising results;
- Responsible for development and implementation of a comprehensive fundraising plan that includes foundation, major and individual donors, and special event revenue; and
- Research and cultivate funding sources, establish strategies for donor stewardship, and oversee and execute major donor cultivation and large foundation grant requests.

### Liaison to Board of Directors

- Report to the board on all organization matters;
- Support activities and governance of board, act as a resource to Board of Directors so that policy decisions are made on an informed basis;
- Liaison between board and staff;
- Gather, interpret and articulate information to board about community trends and resources as they relate to enhancing the board's capacity for effective communication, decision-making and long-term planning;

- Assist in the selection and evaluation of board members; and
- Attend committee meetings, assist committee chairs with ensuring that committee action steps are completed, and goals are met.



### Operations

- The CEO will provide overall leadership to the staff;
- Oversee operations and make decisions in the furtherance of the organization's mission;
- Effectively manage the human resources of the organization according to authorized personnel policies and procedures that fully conform to current laws and regulations;
- Be responsible for the recruitment, employment, and release of all staff;
- Encourage staff and volunteer development and education, and assist program staff in relating their specialized work to the total program objectives of the organization; and
- Maintain a climate that attracts and motivates a diverse staff of top-quality people.

### Programs and Services

- Ensure that the organization, mission, programs, products and services are consistently presented in a strong and positive image to relevant stakeholders and in accordance with any criteria established by funding sources;
- Ensure that organization programs meet the needs within the community and maintain the highest standards of service; and
- Promote active and broad participation by volunteers in all organization work.





### Required Qualifications

- Minimum of 10 years of senior leadership experience, preferably with a nonprofit organization or higher educational institution running an executive development program.
- Demonstrated and verifiable track record of executing successful development and operational strategies, meeting annual budgetary expectations and achieving program/fundraising goals within a high performing company or nonprofit organization;
- Demonstrated ability to work effectively with, and gain the respect and support of, varied constituencies including staff members, board members, community members, potential donors, and volunteers; and
- Possess a bachelor's degree from an accredited college or university, advanced degree desirable.

### COMPENSATION

**AABLI offers a competitive salary and employment benefits package commensurate with qualifications and experience.**

### APPLICATION PROCESS

The position is open until filled. First consideration will be given to applications received by **May 14, 2021**. To apply for this incredible opportunity, please electronically submit your resume and a cover letter of interest to [aabli.ceo@thehawkinscompany.com](mailto:aabli.ceo@thehawkinscompany.com). The letter of interest should outline why you are interested in joining AABLI and your relevant accomplishments.



### THE HAWKINS COMPANY

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Confidential inquiries are encouraged and can be directed to Yonnine Hawkins Garr at 323-252-1655, email at 323-252-1655 or Tisa Jones at 213-309-7984; email at [tisa@thehawkinscompany.com](mailto:tisa@thehawkinscompany.com).