



**PORTLAND
BACKPACK**

Executive Director Opportunity



Volunteers at Portland Backpack

Who we are

Portland Backpack serves children who are at risk of hunger by providing food sacks for weekend days when food scarcity is higher. We believe that engaging the community in our efforts creates a greater impact that reaches beyond reducing hunger.

Over the last two years Portland Backpack has experienced significant growth, quadrupling our budget, staff, and families served. Now partnering with 15 schools in the Portland metro area, we engage an army of volunteers to provide weekend lunches to students who need food the most by distributing food sacks, classroom by classroom. The children served by Portland Backpack represent the broad spectrum of the diversity of our community, and the organization excels at serving children and families based on their specific needs and preferences. Working with a small and highly competent and skilled staff, we have enjoyed significant community support and we are poised for growth in the coming years. For additional information please visit our website at www.portlandbackpack.com.

The Executive Director opportunity

Portland Backpack's next Executive Director will use prior non-profit leadership experience and a passion for food security for our community's children to inspire our board, staff, and volunteers to meet the mission and goals of the organization, while charting the course for continued stability and growth into the future. Our Executive Director will be the public face of the organization, routinely engaging with individual donors, grant makers, sponsors, school personnel, and volunteers, one-on-one and at small and large events. We serve a very diverse population of children and families, and our Executive Director will have demonstrated success working with BIPOC and culturally diverse communities.

Our next leader will have the skills and the drive to lead the organization forward by generating new revenue and key partnerships, allowing us to continue to meet our mission and serve thousands of children and families in the Portland metro area.

Qualifications, experience and capacities

The successful candidate will have the following qualifications. We value all relevant experiences, so if this position seems intriguing, we encourage you to apply even if you're not sure your job history shows you meet every one of the qualifications.

- Excited to be a passionate spokesperson and ambassador for the mission and work of Portland Backpack.
- Strong leadership skills that manage, nurture, educate, motivate, and empower staff.
- A relationship builder to inspire people and organizations to meet Portland Backpack's mission and goals.
- Fund development success that builds on community relationships by recruiting new individual and business donors and sponsors, securing grants, and developing lasting partnerships.
- The ability to build a strong team in a supportive, equitable, and inclusive culture.
- Proven efforts and experience working with BIPOC and culturally diverse families and communities through lived experience, community-based, and work-place efforts to best serve these community members and groups.
- Experience working with and developing a nonprofit board of directors, and understanding the roles of the director, the board, and the staff.
- Experience with budgeting and financial oversight of a non-profit organization or department, meeting budgets and growing the organization.
- Nonprofit leadership experience as a staff leader and/or being on a board of directors.

Compensation

Starting salary of \$80,000 to \$100,000 depending on qualifications, coupled with a competitive benefit package. This is a full-time, exempt position.

How to apply

For consideration in the first round of application reviews, please email an application packet by 5:00 pm March 31st to PortlandBackpackED@pagetwopartners.com.

In the packet, please include the following in PDF format:

1. A cover letter explaining how your qualifications, experience and passion would make this position a good partnership for you and for us.
2. A detailed resume that speaks to those qualifications.
3. The names, contact information and affiliations of three professional references (we will not contact references until later in the process and until we have cleared it with you).

If you are able, please combine these elements into one PDF document. We will confirm receipt of your application.

Portland Backpack is an Equal Opportunity Employer and encourages applications from people of color, immigrants, LGBTQ people, women, and people with disabilities. The board and staff believe they can meet the organization's mission only with a diverse board and staff who actively cultivate a culture of equity and belonging and reflect the students and families that we serve.