



POSNER
CENTER

Job Announcement
Executive Director

Overview

The Posner Center for International Development (posnercenter.org) is a collaborative workspace that brings together 60+ development-oriented businesses and organizations so that they may exchange ideas, cut costs, improve their products and services, and explore the potential of collaboration in the field of development. The Posner Center's mission is to build a community of innovators who grow lasting solutions to global poverty and its vision is to be the leader of collaborative international development.

We're seeking an inspiring, visionary, and talented individual to be the next Executive Director of this unique, 25,000-square-foot shared space in the Curtis Park neighborhood of Denver. The Board of Directors, alongside the community of tenants/partners, has created an exciting vision for the Posner Center and is now seeking a dynamic individual who has the passion and skills to implement this vision and move the Posner Center through its next chapter of growth.

Responsibilities

- **Strategic Visioning:** You're passionate about making strategic and innovative plans for the future of the Posner Center, and through your work you will clarify, modify, plan for and implement a 1, 2 and 5 year plan.
- **Leadership:** The thought of leading a great team gets you up in the morning. As Executive Director, you will mentor, coach, and work hand in hand with the fantastic staff at Posner Center to develop clear work plans and manage the team to deliver against clear outcomes.
- **Fundraising:** You know how to fund a vision. As Executive Director you will both manage the earned income from rents paid by tenants as well as raise funds to support existing, and grow new, programming through grant writing, individual donor cultivation/management, corporate sponsorship/partnerships, and events.
- **External Community-Building:** You thrive in a collaborative atmosphere and excel at engaging local and global communities around a shared mission. As Executive Director you will focus on building strong and productive relationships within Denver's Curtis park neighborhood where the Posner Center is located as well as within Denver and the global international development community. You will also coordinate with similar collaborative workspaces and other centers for global/international development.
- **Internal Relationship/Community-Building:** Your passion for people will shine through as you nurture and maintain relationships within the Posner Center community and with the Board of Directors. As Executive Director, you will lead by

example, ensuring that the values of collaboration, entrepreneurship, impact, education, diversity, and impact are upheld within the Posner Center community.

Required Qualifications

- Significant experience working/living internationally—with experience in the developing world preferred;
- Cross-cultural communication skills;
- Proven leadership experience;
- Curiosity;
- Proven visionary;
- Inspiring management style;
- Community-building experience;
- Dynamic oral and written communicator;
- Ability to present budgets and operational items to a Board of Directors
- Bachelor's degree in a relevant field

Desired Qualifications

- Marketing and communications background
- Public relations
- Storytelling
- Strategic planning experience; and
- Intergenerational leadership/management approach
- Staff management experience
- Experience managing logistics/operations of a shared work/co-working space
- Financial management experience
- Advocacy background or experience building and maintaining strategic partnerships
- Monitoring and evaluation expertise, especially with collective impact.
- Connected within the Colorado political and business community
- Political savvy
- Master's degree in international studies, international development, business administration, non-profit management or a related field

Anticipated Start Date

March 2017

Compensation and Schedule

This is a full-time position that includes periodic evening/weekend hours. Compensation will range between \$70,000 - \$75,000 commensurate with experience.

How to Apply

Applicants should apply at <https://i2i-workforce.hiringthing.com/job/38647/executive-director-posner-center> by **February 13, 2017**. Applications will be reviewed on a rolling basis.