

GLOBALTIES > Arizona

PRESIDENT OF GLOBAL TIES ARIZONA

Global Ties Arizona offers an exceptional opportunity for a professional interested in International Relations to apply those skills to help shape U.S. foreign relations “one hand-shake at a time.” For decades, Global Ties Arizona has promoted respect and understanding between the people of Arizona and other nations as a nonpartisan, nonprofit, community-based organization. The President, as the chief executive of the Global Ties Arizona, reports to the Board of Directors, and is responsible for the organization’s consistent achievement of its mission, strategic plan, and financial objectives. The President provides dynamic, high-visibility leadership, development skills and direction to Global Ties Arizona.

Global Ties Arizona serves as a non-profit partner with the U.S. Department of State to administer the [International Visitor Leadership Program](#), a professional and cultural exchange program for world leaders. Each year Global Ties Arizona welcomes about 250 leaders from over 100 different countries to Arizona to meet with their professional counterparts and to meet with ordinary citizens. We are guided by the belief that respect and understanding is cultivated through person-to-person meetings and open dialogue. Help build a more peaceful world through citizen diplomacy.

KEY PRIORITIES FOR THE ORGANIZATION

1. Community development and branding
2. Fundraising and revenue generation
3. Non-Profit Administrative Duties, including overseeing staff and interns
4. Relationship maintenance with national programming agencies and Department of State
5. Managing vendors and consultants
6. Managing the board
7. Knowledge of technology and client relationship and virtual platforms
8. Expanding and establishing strategic partnership activities in market

LEADERSHIP & MANAGEMENT

- Promote and articulate the shared vision and mission for Global Ties Arizona with the community, industry leaders, and partner organizations.
- Ensure ongoing local programmatic excellence and rigorous program evaluation
- Maintain consistent quality of finance, administration, fundraising, communications, and systems.
- Ensure a range of high-quality and strategic programs to a diverse cross-section of the community.

- Actively engage and energize Global Ties Arizona board members, staff, volunteers, funders and partnering organizations.
- Develop, maintain, and support a diverse Board of Directors, and serve as ex-officio of each committee.
- Maintain a working knowledge of, and active engagement in, significant national and international developments and trends and integrate those into the strategic planning and programs of the organization.
- Lead, coach, and develop Global Ties Arizona staff, including interns.
- Oversee financial management of Global Ties Arizona, including grant applications, exploration and securing of funding sources, and bookkeeping responsibilities.
- Responsibly grow and diversify the organization at the direction of the Board of Directors and key partners.
- Develop plans, set goals and objectives, and develop projections in collaboration with the Board to achieve the strategic plan, and lead and be accountable for execution against those plans, goals, and objectives
- Annually lead the review of, and revisions to, the organization's long-term strategic plan.
- Assure communication among staff, board members, volunteers, funders and partnering organizations.
- Develop systems and procedures for record-keeping.
- Ensure compliance with federal, state, and local statutes and regulations.
- Provide guidance for the recruitment, employment, orientation, retention, and termination of all personnel.
- Support a working environment that attracts, motivates, and retains highly qualified professional, motivated, diverse staff, and volunteers.
- Require good human resource practices and policies and regularly written performance evaluations.

FUNDRAISING & REVENUE GENERATION

- Expand local revenue generating and fundraising activities to support existing and future program operations.
- Develop and ensure execution against a development plan that supports the organization's mission, goals, and sustainability.

- Grow and maintain a sustainable, diversified funding base for the organization to achieve the Board’s strategic directives.
- Provide financial oversight for the budget including maintaining strong internal controls and effective and efficient use of the organization’s resources.
- Utilize community relationships to garner new funding and programming opportunities.

MARKETING, BRANDING, & COMMUNICATIONS

- Deepen and refine all aspects of marketing and communications – from web presence to external relations with the goal of creating a stronger brand.
- Represent the organization and its programs to agencies, organizations, and the public.
- Attend outside events, including limited travel out-of-state, to advance the goals of the organization.
- Advocate to elected officials at federal, state, and municipal levels for the support of exchange diplomacy programs, including in-person and virtual meetings with inbound visitors and subject matter experts.
- Oversee Social Media efforts, develop guidelines for responsible social media communications and assure adherence to those guidelines.
- Expand Global Ties Arizona’s visibility in the community through technology, media relations, and professional, cultural, corporate, charitable, and other community networks.
- Prepare and give presentations and speeches to promote the programs and activities of the organization to increase interest, engagement, support, and membership.

QUALIFICATIONS

The successful candidate will demonstrate their passion and commitment to Global Ties Arizona’s mission through their prior work and experiences. All candidates should have proven leadership, coaching, and relationship management experience. Candidates from both the non-profit and for-profit sectors will be considered.

While not required, the following qualifications are highly desirable:

- At least 5 years of senior management experience; track record of effectively leading and scaling a performance and outcomes based organization and staff; ability to point to specific examples of having development and operational strategies that have taken an organization to the next stage of growth.
- Commitment to quality programs and data-driven program evaluation.

- Expressed interest in and a working knowledge of, and active engagement in, significant national and international developments and trends and integrate those into the strategic planning and programs of the organization.
- Excellence in organizational management with ability to coach staff, manage and develop high-performance teams, set and achieve strategic objectives, and create and manage a budget.
- Knowledge of technology for virtual programming execution.
- Past success working with a Board of Directors with the ability to cultivate existing board member relationships.
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures.
- Exceptional written and verbal communications skills; a persuasive and passionate communicator.
- Action oriented, entrepreneurial, adaptable, and innovation approach to business planning.

HIGHLY VALUED TRAITS

Key traits of the President include: self-directed; creative thinker; problem-solver; adaptable to changing circumstances; highly organized; ability to work within a non-partisan context; gracious, engaging and confident in any social situation; polished, professional personal brand.

Other Information:

- Full time position (40+ hours per week)
- Daily availability required; however, hours are flexible based on program needs
- Some evenings required
- Office conveniently located ASU SkySong in Scottsdale, Arizona

To Apply:

- Submit Cover Letter, Resume, and any additional desired documents to:
 - Executive Committee Chair, hr@globaltiesarizona.org
- Applications accepted through December 15, 2020
- Position available January 4, 2021
- To learn more about Global Ties Arizona, visit: <http://globaltiesarizona.org> and Global Ties U.S., visit: <https://www.globaltiesus.org/>