Rebuilding Together Montgomery County (RTMC) seeks a visionary leader who is passionate about developing creative, sustainable strategies to preserve affordable homeownership and neighborhood revitalization. RTMC fulfills its mission by assisting the most vulnerable Montgomery County homeowners to maintain their most precious asset -- their homes.

**About the Organization:** As a member of the national Rebuilding Together network, RTMC brings together volunteers and communities to improve the homes and lives of low-income homeowners in Montgomery County, Maryland with a vision of safe and healthy homes for every person. RTMC measures its impact by volunteer engagement, skilled professionals deployed on projects, and the number of households and neighborhoods that are improved as a result of its work. For the past thirty years, RTMC has engaged more than 47,400 volunteers; improved more than 2,200 homes and provided more than $21 million in home repairs and immense value to local communities.

RTMC’s strategic plan focuses on restructuring our programs to have a deeper impact on specific communities in the County. We will continue to provide critical home repairs, energy efficiency upgrades, and accessibility modifications for Montgomery County’s most vulnerable residents – seniors, veterans, persons with disabilities, and families with children, all living in low-income households – at no cost to the recipients.

Led by an engaged Board of Directors, RTMC has an annual budget of approximately $1M and an outstanding staff. For more information about RTMC, please visit our website at [www.rebuildingtogethermc.org](http://www.rebuildingtogethermc.org).
About the Position: The Executive Director works in partnership with the Board to set the strategic direction of RTMC and lead the staff to implement the organization’s strategic priorities. The Executive Director will represent the organization publicly, maintain and enhance important relations, and develop new funding strategies.

Leadership Profile and Near-Term Priorities: The Board of Directors has identified the following leadership priorities for the organization over the next 12-18 months:

- **Implement a strategic vision for the organization that will guide the organization’s future direction and work with Staff and Board to actualize it.**
- **Build and steward key relationships with County officials, nonprofit partners, corporations, and funders in order to bolster RTMC’s visibility in the community.**
- **Secure sustainable funding with government, corporations and other donors. Focus on diversifying funding sources.**
- **Determine the appropriate staffing structure that allows the organization to effectively meet its mission. Enhance professional development opportunities and maintain staff effectiveness.**
- **Support the Board of Directors in Board recruitment and development.**

Key Responsibilities: The Executive Director reports to the Board and is responsible for RTMC’s financial targets, day-to-day operations and implementation of strategic planning. Primary responsibilities include:

- Developing an implementation timeline for the Board’s strategic that includes measurable milestones.
- Serving as a spokesperson for RTMC and representing the organization to internal and external stakeholders such as local municipalities/governments; nonprofit partners; corporate sponsors; key donors; the National office and other affiliates; homeowners; volunteers; vendors, and contractors.
- Developing creative funding strategies to ensure the long-term financial stability of RTMC in partnership with the Director of Development and the Board of Directors.
- Collaborating with the National office and other affiliates on programmatic strategy and metrics for impact.
- Partnering with the Board of Directors to recruit and engage members and support Board development.
- Overseeing finance, fundraising, and program functions, and ensuring alignment with compliance and regulatory guidelines.
- Improving systems to create user-friendly processes and ensuring that requests for housing improvement are manageable and trackable.
- Leading, respecting and engaging a high performing team.
Experience and Attributes: Ideal candidates for this position will share our commitment and passion for advancing RTMC’s mission and will bring a variety of experiences and attributes to RTMC, including:

✓ 10 years’ senior-level experience working with governments/local municipalities, businesses or nonprofits. Management experience in an organization of similar size is a must.

✓ Ideally, be familiar with housing development, real estate or low-income housing; community development and/or poverty alleviation.

✓ Be a strong networker who builds robust relationships across diverse groups of individuals.

✓ Has a knack for building and leveraging community relationships and partnerships.

✓ Possesses a zest for fundraising and making “asks” on behalf of an organization.

✓ Has experience in implementing programs that align to strategic plans.

✓ Has superior verbal and written communications skills, including compelling public speaking abilities.

✓ Provides a proven track record in assessing and improving operations and processes to support sustainable growth.

✓ Has excellent negotiation and diplomatic skills.

✓ Has experience in grant writing and use of restricted and non-restricted funds.

✓ Can demonstrate strong financial and budgeting skills.

✓ Has a high comfort level with technology and Salesforce, or similar systems.

✓ Experience working with, or sitting on, a nonprofit Board is preferred.

✓ Minimum Bachelor’s Degree required.

Salary $80,000 - $100,000, based on experience

Application Process: To apply for this position, e-mail resume’ with cover letter and salary requirements to: nancyfloreen@outlook.com (e-mail applications are required). Inquiries may be sent to the same address.

RTMC is an equal opportunity/affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, protected veteran status, or any other protected characteristic as established by federal, state, or local law.