



Valley Settlement was launched in 2011 with the vision of creating a more inclusive and equitable community for Latinx immigrant families in the Roaring Fork Valley. The organization has developed six two-generational programs that promote early childhood development and parental coaching, advance adult educational opportunities, and reduce barriers to accessing vital community resources.

Valley Settlement is transforming the lives of hundreds of immigrant families in the Roaring Fork Valley. Our work focuses on listening to the needs of the immigrant community to develop a network of programs that bring immigrant families out of isolation, improve economic stability, and promote community and school engagement. Valley Settlement's programs are designed by and for the community they serve.

POSITION OVERVIEW

The Executive Director serves as the chief executive officer and is responsible for the successful overall leadership and strategic management of Valley Settlement. The Executive Director is responsible for enhancing and maintaining a strong culture that drives the organization and staff to achieve excellence. The Executive Director manages and supervises the financial well-being of the organization, with a current operating budget of \$2.9 million and a professional staff of 30 talented, committed team members. The Executive Director leads annual and long-term fundraising plans and maintains and develops partnerships.

QUALIFICATIONS

Leading Valley Settlement requires a highly skilled professional organizational leader who is passionate about our work and our community. This leader will have demonstrated skills in these areas:

Strategic Leadership & Innovation

The Executive Director is committed to understanding the experience of immigrant families and the challenges that these families experience within our community. We seek a leader who knows how to develop and implement a clear strategic vision and who has led the growth and development of organizations successfully. Additionally, candidates have experience in developing collaborative approaches to addressing challenges and will have experience in managing during times of change that require flexibility and creativity. Preferably, our Executive Director has a demonstrated understanding of the political landscape surrounding the Latinx immigrant experience and is bilingual in both Spanish and English.

Operations & Management

The Executive Director for Valley Settlement has proven experience in directing effective organizational growth with skills in leadership, financial management, and program



development. Our leader knows how to partner with a governing board to add optimal value to the organization.

Additionally, qualified candidates have significant knowledge in managing staff members, and supporting their effective growth and professional development, and have demonstrated experience in developing a collaborative, positive workplace culture that fosters continuous improvement and accountability even when staff members work remotely.

Candidates will have had some experience in developing, evaluating, and delivering effective programs.

Communications & Fundraising

Valley Settlement's long-term success depends on our Executive Director's ability to cultivate lasting relationships with donors and partners, including organizations, schools, and community leaders. The Executive Director has knowledge and/or experience in fundraising and managing a successful organization, and can inspire confidence in our donors and partners to ensure sustainable support. Additionally, qualified candidates have an outstanding ability to build credibility with various stakeholders through written, oral, formal and informal communications, as well as an understanding of effective marketing and public relations techniques.

Personal Qualities

The ideal candidate will be compassionate, inspirational, empathetic, and committed to racial equity and social justice. Candidates will have deep understanding of Latinx communities, language, and cultures and will have a nuanced understanding of the forces that impact the wellbeing of children and families. They will bring care and regard to the community, partners and team members and foster a culture of shared ownership of achieving outcomes for children and families. Candidates will have honed listening and consensus building skills, a creative approach to problem solving, and deep intellectual curiosity. Our culture best supports professionals who are trusting, who value excellence, and who demonstrate integrity and honesty in all their interactions.

LIVING IN THE ROARING FORK VALLEY

The Roaring Fork Valley stretches from the top of Independence Pass, through Aspen and Carbondale to the confluence with the Colorado River at Glenwood Springs. The breadth and depth of recreational and cultural amenities found in this community are second to none. Multiple wilderness areas, ski areas, world class biking and running trails, and nationally recognized art and cultural institutions are all found in the Valley.

Valley Settlement is headquartered in Carbondale, which offers a community-oriented small-town feel. Carbondale, like all of the towns in the Roaring Fork Valley, provides incredible



access to public lands and nearly endless opportunities to ski (cross-country and downhill), hike, bike, fish, climb, and kayak just out the backdoor. While finding housing can be challenging in the Roaring Fork Valley, there is a growing housing stock and a variety of options and opportunities, from downtown Carbondale to more rural settings, or other towns within a 20-minute drive.

ANTI-DISCRIMINATION PRACTICES

Valley Settlement does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. Valley Settlement champions inclusiveness in our community. We honor the diverse strengths, needs, voices, and backgrounds of all members of our community.

COMPENSATION

The salary range for the position is \$125,000-\$145,000, commensurate with experience. Valley Settlement also offers a competitive benefits program to all fulltime staff members. Some of the highlights of the benefits plan include full payment for medical, dental, vision and life benefits for the employee, an annual 2% IRA contribution, and generous paid time off.

HOW TO APPLY

Qualified candidates are encouraged to apply by sending a cover letter and resume to Carolyn McCormick of Peak HR Consulting, LLC at Carolyn.McCormick@peakhrconsulting.com. Applications will be accepted until the position is filled. For more information on our organization and programs, please visit: www.valleysettlement.org