



JOB ANNOUNCEMENT Chief Executive Officer (CEO)

The Southern Arizona AIDS Foundation (SAAF) is seeking a dynamic, experienced and dedicated non-profit professional to be our next Chief Executive Officer.

Qualified candidates will have non-profit executive leadership experience, with evidence of financial acumen, change management, work with diverse communities, program development, effective fundraising and community collaboration, navigation of complex contracts and federal funding. Candidates must also be able demonstrate commitment to social justice and working with LGBTQ+, low-income, houseless or other marginalized populations.

This is an incredible opportunity to lead one of our state's most respected human service and social justice organizations to achieve our current strategic priorities:

- Quality HIV Care & Prevention Services
- Improved Health Equity
- Resilient Queer and Trans Youth
- Connected LGBTQ+ Community
- Effective Community Advocacy
- Strengthened Culture & Capacity

ABOUT THE ORGANIZATION

The **Southern Arizona AIDS Foundation (SAAF)** is Arizona's largest and longest standing provider of comprehensive care services for people living with HIV/AIDS, and evidence-based prevention programs to reach at-risk populations. For over 35 years, SAAF and the founding organizations that preceded it, have been the go-to resource for people living with and affected by HIV in Southern Arizona and in communities throughout the state.

Today, SAAF's mission has expanded ***to promote health, well-being and social justice for those living with HIV, LGBTQ+ individuals, and communities marginalized by society***. Our annual operating budget of nearly \$14M encompasses HIV care services, housing and prevention across the state, as well as social justice advocacy, LGBTQ+ youth programming and community building. Our newest initiative, *SAAF Health*, offers affirming medical care and psycho-social services at our on-site clinic and through tele-health. SAAF employs nearly 100 diverse and talented professionals in multiple sites throughout the state and has an active base of volunteers and donors. We are united by a core purpose to ensure that the most stigmatized people in our community thrive.

ABOUT THE POSITION:

The **Chief Executive Officer** provides executive leadership and direction to further SAAF's strategic plan and organizational development. The CEO provides internal leadership to develop and guide the work of a strong and capable leadership team, foster a positive work environment and organizational culture, provide clear direction and ensure internal alignment among staff and volunteers with SAAF's mission, vision, values, goals, and success measures. The CEO is the primary representative of the agency in the community and is directly responsible for engaging community partners to advance SAAF's mission and ensure its success.

The Chief Executive Officer works closely with and reports to a volunteer Board of Directors composed of diverse and respected community representatives. The CEO directly supervises a strong, dedicated Executive Leadership Team of six Directors (Care Services, Clinical Services, Development, Finance & Operations, LGBTQ+ & Advocacy Services, and People & Culture.)

Key Responsibilities:

1. **Vision & Strategic Direction:** Engage in high level strategic thinking and be alert to potential opportunities and business strategies that are aligned with strategic priorities. Be aware of, recognize, and understand trends in issues impacting SAAF's clients, employees and community. Keep a broad perspective and awareness of political, social, economic and clinical factors that impact the organization and the communities served.
2. **Internal Leadership & Organizational Development:** Foster a healthy organizational culture and effectively manage change. Develop and support leadership and professional growth of direct reports and other staff. Consider diverse points of view when making decisions. Clearly communicate priorities, expectations and measures of success. Model effective management. Demonstrate empathy for our employees and clients. Engage the board of directors appropriately as partners in leadership of the organization. Inspire through authentic optimism.
3. **External Leadership & Community Representation:** Be a visible and respected community leader, agency representative and spokesperson on issues affecting SAAF's stakeholders. Effectively and passionately communicate SAAF's mission and values. Develop and retain strong community awareness, relationships, and alliances. Communicate with cultural competency.
4. **Financial Sustainability:** Provide oversight to annual budgeting and long-term financial planning. Ensure appropriate investment of resources to meet SAAF's strategic goals and objectives. Provide accurate and timely reporting to the Board of Directors, granting agencies, and partners in formal collaborations.
5. **Quality & Compliance:** Ensure SAAF's programs are of the highest quality and compliant with all applicable laws, regulations and funding requirements. Utilize data to inform quality improvement. Employ appropriately qualified staff to develop and manage culturally competent programs and services.
6. **Fundraising & Donor Relations:** Develop positive relationships with funders and donors. Ensure appropriate stewardship of charitable contributions. Work closely with the Director of Development to support implementation of fundraising strategies.

Qualifications & Core Competencies:

Qualified candidates will have experience and skills in many of the following areas:

- 7+ years of nonprofit leadership, with Executive Director/CEO experience preferred
- Leadership of progressive, social initiatives
- History of work with marginalized people and social justice advocacy
- Financial acumen and budget management, preferably at least \$10 million
- Fundraising and donor relations
- Contract negotiation and compliance
- Partnership and relationship building
- People and culture leadership
- Experience working with a volunteer Board of Directors

Strong candidates will demonstrate these characteristics:

- Passion for SAAF's mission
- Commitment to social justice
- High emotional intelligence
- Unwavering ethics and integrity
- Authenticity and optimism
- Collaborative work style
- Dedication to active learning
- Ability to communicate well with SAAF's diverse constituents

Compensation & Benefits

Salary range: \$180,000-\$200,000 plus a robust benefit package including employer contributions to retirement; medical, dental, vision, pet and life insurance programs; short and long term disability; generous paid flexible leave, holidays, sick and bereavement leave; and access to an EAP and on-site primary health care through *SAAF Health*.

ABOUT TUCSON, ARIZONA

With mountain ranges on all sides and 350 sunny days a year, Tucson is a beautiful place to live, work, play, and enjoy the unique Sonoran Desert. Ranked #4 for millennials by Money magazine, Tucson is a progressive community with increasing influence across our state. Tucson is the first North American city to be designated a UNESCO City of Gastronomy and boasts the best 23 continuous miles of Mexican food in the U.S. Among many other highlights, Tucson is only 66 miles from Mexico, has an international airport, and is home to the University of Arizona. To learn more about why Tucson is a great place to relocate, visit: <https://www.visittucson.org/> or <https://connecttucson.com/why-tucson/>.

APPLICATION PROCESS

1. Interested candidates should apply through the [Indeed portal](#) at <https://www.indeed.com/job/nonprofit-chief-executive-officer-ceo-c8fb706761ed3be7>
2. Please submit a resume and cover letter detailing your work with marginalized communities and for social justice. Applicants will be directed to take brief online assessments.
3. Applications will be reviewed as they are received. Apply by January 4, 2023 to ensure consideration.
4. Highly qualified candidates will be invited to participate in a screening interview in early January, followed by Zoom interviews with the Search Committee in late January and early February. Finalists will be invited to a site visit and in-person interview during the week of February 13, 2023. We hope to extend an offer to our selected candidate by March 1, 2023.

The Southern Arizona AIDS Foundation is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability. People who have used substances, current or former sex workers, people of color, women, members of the LGBTQIA communities, those who have experienced housing insecurity, people who have received harm reduction services, and people living with HIV/AIDS and/or hepatitis C are strongly encouraged to apply.