



the goldie initiative

GOLDIE B. WOLFE MILLER WOMEN LEADERS IN REAL ESTATE

The Goldie Initiative Executive Director

Reporting to the President of the Board of Directors, the Executive Director (ED) is the face of the organization and will have overall strategic and operational responsibility for The Goldie Initiative's staff, programs, expansion, and execution of its mission. The ED will initially develop deep knowledge of field, core programs, operations, and business plans. [The Goldie B. Wolfe Women Leaders in Real Estate Initiative](#) (The Goldie Initiative) is a 501(c) (3) public charity.

Our mission is to prepare women for senior leadership roles in all sectors of commercial real estate. We do this by providing scholarship support for graduate study, mentorship and networking opportunities to women with high potential who are committed to becoming leaders in the real estate industry.

The Executive Director is the key management leader of The Goldie Initiative and responsible for overseeing the administration, programs and strategic plan of the organization. Other key duties include fundraising, marketing, and community outreach. The position reports directly to the Board of Directors.

Responsibilities

Mission

- Unwavering commitment to the advancement of women in the commercial real estate industry
- Actively engage and energize The Goldie Initiative's volunteers, board members, scholars, committee members, alumni, partnering organizations, and funders

Leadership & Management

- Ensure ongoing local programmatic excellence, rigorous program evaluation, and consistent quality of finance, administration, fundraising, communications and systems. Recommend timelines and resources needed to achieve the strategic goals
- Develop, maintain, and support a strong Board of Directors; serve as ex-officio of each committee; seek and build board involvement with strategic direction for both ongoing local operations as well as for potential expansion
- Lead, coach and develop The Goldie Initiative's Program Director and Office Assistant.
- Ensure effective systems to track scaling progress, and regularly evaluate program components, so as to measure successes that can be effectively communicated to the board, funders, and other constituents

- Lead with flexibility, collaboration and inclusivity, achieving this through honest and direct communication
- An empathetic manager that is open-minded, self-aware and accountable will find a fit within the culture at The Goldie Initiative

Communications & Influence

- Have the ability to turn information into action and be a proven consensus builder
- Be a persuasive and passionate communicator – great storyteller
- Deepen and refine all aspects of communications/marketing—from web presence to social media to external relations with the goal of creating an even stronger brand
- Use external presence and relationships to garner new opportunities and welcome opportunities to speak publicly
- Ability to not only recruit Board members, but also Committee Chairs and Members, Scholars, Mentors and donor partners

Planning & New Business Development

- Increase fundraising capabilities
- Enhance and create new revenue streams through building partnerships in new markets, establishing relationships with the funders, real estate community and university connections
- Design the expansion and complete the strategic business planning process for the program expansion into new markets
- Be an external local and national presence that publishes and communicates program results with an emphasis on the successes of the local program as a model for regional and national replication

Qualifications

The ED will be thoroughly committed to The Goldie Initiative’s mission. All candidates should have proven leadership, coaching, and relationship management experience.

Specific requirements include:

- Advanced degree preferred, ideally an MBA or a Masters in Nonprofit Management, with 7 - 10 years of senior management experience; track record of effectively leading and regionally and/or nationally scaling a performance- and outcomes-based organization and staff; ability to point to specific examples of having developed and operationalized strategies that have taken an organization to the next stage of growth
- Experience and/or connections in the commercial real estate industry preferred
- Unwavering commitment to quality programs and data-driven program evaluation
- Excellence in organizational management with the ability to coach staff, manage, and develop high-performance teams, set and achieve strategic objectives, and manage a budget
- 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
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills
- Action-oriented, entrepreneurial, adaptable, and innovative approach to business planning
- Ability to work effectively in collaboration with diverse groups of people
- Passion, idealism, integrity, positive attitude, mission-driven, and self-directed

Salary commensurate with experience.

If you are interested in applying for this position, please send your resume and letter of interest to: [edsearch](#)