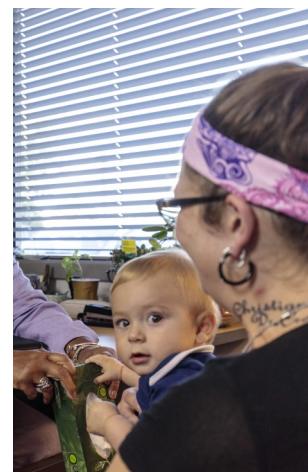




Executive Director/CEO Position Profile



**ENDING THE HIV EPIDEMIC
IN THE SOUTH SOUND**



35

YEARS SERVING THE SOUTH
PUGET SOUND AREA



Search Performed by:
Hagel Executive Search
253.572.2439
hagelexecutivesearch.com

ABOUT PCAF

PCAF is dedicated to assisting persons living with HIV and to meet their needs for food, housing, healthcare and personal support. PCAF provides personalized case management services and extensive outreach/education/prevention programming to help stop the spread of HIV and combat HIV related stigma.

Mission

PCAF, through education and service, prevents HIV infection, assists persons affected by HIV/AIDS, addresses related health problems, and combats associated stigma and discrimination.

Values

- We respect individuals and are dedicated to serving their needs.
- We maintain a caring environment and a place of hospitality where clients, caregivers, volunteers and staff are learners, teachers and leaders.
- We empower people to make proactive health decisions to reduce risk or harm to themselves or others in a way that is non-judgmental, sex-positive, gay-positive, and culturally sensitive.
- We give voice to the powerless and disenfranchised and mobilize the community by advocating for people affected by HIV/AIDS and related diseases.

Support Groups

PCAF offers multiple support groups for those living with HIV. These groups offer clients an opportunity to share their experiences and advice with others facing similar situations.



PCAF SERVICES

Care Coordination – A safety net program for persons living with HIV or AIDS who are able to manage care themselves but need occasional assistance.

Case Management – A link between persons living with HIV or AIDS and community resources.

Chemical Dependency Services – Chemical dependency assessment and referral, counseling and support, education and lecture groups and chemical dependency groups.

Emergency Grants – Financial help for emergencies such as utility shutoff, medications, basic telephone, and rental/mortgage assistance.

Essential Needs Bank – Free bags of essential needs for people living with HIV/AIDS.

Housing Program – Seeks safe and affordable housing for clients.

Housing Subsidies – Tenant-based rental assistance is available on a limited basis.

Legal Clinic – Clients can discuss estate planning and other civil legal needs with a licensed professional.

Medication Adherence and Support Services – Medication adherence support, counseling and education.

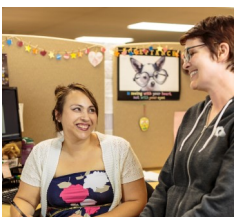
Mental Health Services – Psychiatric treatment provided by Community Health Care staff, mental health vouchers and referral and linkage to community mental health services.

Nutritional Food Program – A program that provides bags of groceries for people living with HIV/AIDS.

Prevention and PrEP Navigation – A comprehensive approach to HIV prevention, simultaneously working to keep people aware of their HIV status, educated about the risks of HIV transmission, and supplied with resources to mitigate those risks.

Support Groups – An opportunity for clients to share their experiences with others in a similar situation.

Transportation Vouchers – Assistance with local transportation or for emergency long-distance travel.





PCAF Executive Director/CEO

PCAF is seeking a dynamic person to lead the organization into the future. This is a great opportunity to be a part of an organization that's well established, successful and strives to meet an incredible need in its service area. It is an organization you can be proud to lead!

PCAF has a 2022 budget of \$4.1 million with a strong balance sheet.



The Position

The Executive Director/CEO of PCAF has the opportunity to have a profound impact on the lives of persons and their families experiencing HIV. The Executive Director/CEO leads a highly talented and committed team of thirty-four who are dedicated to serving the clients of PCAF, providing a wide variety of core and wrap-around services.

Diversity, equity, inclusion and anti-racism are at the heart of PCAF's approach to staff leadership and to serving its clients. A high proportion of PCAF clients are LGBTQ+ and many are members of BIPOC communities. PCAF follows a trauma informed, harm reduction philosophy that is consistent with the social work value of self-determination and meeting the client where the client is.

Reporting to and working with the twelve-member Board of Directors, the Executive Director/CEO will have overall strategic and operational responsibility for mission achievement, daily operations, community presence, donor relations, collaborations and relations with other nonprofits.

It is expected that the ED/CEO will play a leadership role in helping shape the multi-county region's understanding of PCAF and its impact on the prevention and treatment of HIV. PCAF is the primary HIV service provider in the South Sound region of Washington State, serving over 800 clients each year throughout Pierce, Thurston, Lewis and Mason Counties via offices in Tacoma and Olympia, WA.

Salary range: \$120,000—\$140,000 DOQ plus medical, dental, vision, long-term disability, short-term disability, employee assistance plan, and life/accidental death and dismemberment insurance. PCAF also offers a very generous PTO plan for its employees.



For more information about PCAF go to www.pcaf-wa.org



Organizational Strengths:

- Active commitment to Diversity, Equity, Inclusion, and Anti-Racism
- Leading provider of culturally appropriate HIV education, prevention, case management and wrap-around services
- Strong history of collaborations with other service providers
- Strong historical performance with funders
- Passionate, highly skilled staff members
- Leading voice in HIV advocacy in the region



Initial Focus for the Executive Director:

- Lead the commitment to Diversity, Equity, Inclusion and Anti-Racism in the organization
- Continue and build active engagement in advocacy for HIV services and clients
- Develop strong relationships with staff and board that build a culture of trust, transparency, staff development, support and learning
- Actively engage with external stakeholders, collaborators and funders to strengthen current and build new relationships
- Begin development of a new strategic plan



Longer Term Focus:

- Expand the level of service in the service areas outside Pierce County
- Increase outreach to communities of color where HIV infections are growing
- Seek and develop new areas of funding that are to allow more flexibility in programming
- Become a model for Diversity, Equity, Inclusion and Anti-Racism for the larger community

PERSONAL QUALITIES DESIRED



- Authentic, transparent
- Able to have difficult conversations when needed
- Collaborative, consensus builder
- Committed to DEIA and social justice
- Excellent communicator
- Excellent listener
- High emotional intelligence
- Mission Focused
- Open to ideas and opinions of others
- Passionate and empathetic
- Sense of humor
- Servant leader style
- Strategic thinker
- Tenacious
- Visionary
- Well organized

QUALIFICATIONS

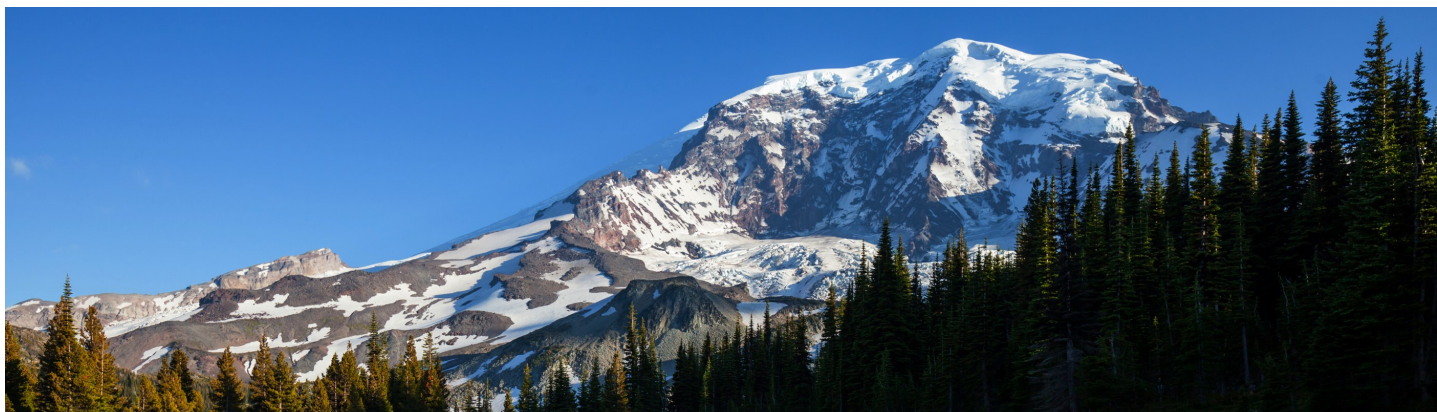
The most highly qualified candidates will possess the following:

- 7+ years of increasing experience and success in organizational leadership
- Significant experience in external facing and advocacy activities
- Experience leading a multi-program organization with multiple revenue and funding sources
- Demonstrated experience in building and working in collaboration with other organizations
- Demonstrated experience with and commitment to Diversity, Equity, Inclusion and Anti-Racism
- Demonstrated knowledge of HIV issues and services

Additional experiences that will strengthen the candidate's qualifications are:

- Strong financial acumen
- Counseling/Social Work experience
- Prior case-management experience
- Fundraising and resource development
- Experience working with volunteer boards of directors
- Nonprofit organization management





TIMING AND APPLICATION PROCESS

Applications received by **5:00 p.m. on Friday, April 22, 2022** are assured full consideration. It is wise to apply earlier if possible because additional application materials may be requested. It is anticipated that final candidate interviews will be held in mid to late May 2022 with a decision made shortly thereafter.

To register as a candidate or view more information, please go to:

<http://www.hagelsearch.com/pcaf>

All submissions will be acknowledged and will be held in strict confidence. Finalists for the position will be required to participate in behavioral and emotional intelligence assessments. The assessments are web-based and help match the candidate's traits with those detailed in this profile. All results are held strictly confidential.

Contact Information

For further information please contact: Frank Hagel (253) 572-2439 x304 or Marcia Walker (253) 572-2439 x310. Or email: frank@hagel.net or marcia@hagel.net. DO NOT submit your application to these email addresses.

EQUAL EMPLOYMENT OPPORTUNITY

PCAF is committed to providing equal employment opportunity for all employees and applicants according to applicable federal, state, and local laws, and without regard to race; creed; color; national origin, including accents/ESL speakers; sex; marital status; sexual orientation; gender identity or expression; age; tribal affiliation; disability; use of service animals; blood-born pathogen status; military or veteran status; previous gender identities; previous names; previous gender markers; genetic information; pregnancy; chest/breast feeding status; immigration status; familial status; political ideology; hair types defined by the CROWN Act and RCW49.60; housing status; criminal background and history; or any intersection thereof.

