

Washington Masonic Charities

Executive Director Position Profile



Washington Masonic Charities is seeking a dynamic leader with a passion for helping seniors navigate the challenges of aging, helping individuals and families obtain basic necessities, providing education opportunities for youth experiencing homelessness, and providing scholarships for eligible youth.

MISSION

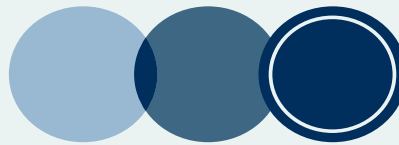
Washington Masonic Charities' mission is to create a culture of philanthropy to invest in youth and education, provide comfort and support for seniors and those in need, and to preserve and share the Masonic heritage of Washington.



Program Areas

Senior Assistance—A team of skilled and experienced case managers at Masonic Outreach Services help families, couples, and individuals have peace of mind as they or their loved-ones grow older.

They help clients lead meaningful and dignified lives by assisting in areas such



as home safety and modification, finding care resources, streamlining finances, and connecting individuals with volunteer and agency resources that can assist with skilled care and independent living.

Homeless Youth Education Assistance—Washington Masonic Charities builds bridges to help at-risk young people stay in school and graduate or receive a GED by creating partnerships between local Masonic groups, community groups and local school districts to provide vital resources.

Community Charitable Assistance—Helps people retain or obtain basic necessities or who are at risk of loss of basic necessities without assistance such as food, clothing, essential needs (such as toiletries), shelter and associated expenses, transportation and medicine.

Washington Masonic Charities Scholarships—Washington Masonic Charities provides higher education scholarships for high school seniors who are deserving members of the Masonic family or Masonic Youth Orders to pursue college, university, or vocational/technical education after high school.

Masonic Library and Museum—Open to the public, the library provides a vast collection of books and documents covering Masonic history and memorabilia.

Washington Masonic Charities is the 501 (C) 3 Charitable arm of the Grand Lodge of Free and Accepted Masons of Washington, representing the charitable effort of nearly 160 Masonic Lodges in every community across the state.

Every year, all across Washington State, Washington Masonic Charities helps more than 500 older adults remain independent in their homes, and more than 500 students experiencing homelessness succeed in school. This is a value to our communities of more than \$10 million each year.

Washington Masonic Charities is a non-partisan, non-religious, nonprofit charitable organization.



For more information on the organization visit:

<https://www.wa-masoniccharities.org/>

Washington Masonic Charities

Strengths and Focus



Organizational Strengths:

- The level of care and compassion for those WAMC serves
- Very knowledgeable, professional and passionate staff team
- Financial stewardship of resources
- WAMC is a valuable resource and partner with a broad range of other social service organizations



Initial Focus for the Executive Director:

- Continue implementation of the strategic plan
- Build a marketing plan to reach both the external community and the Masonic community
- Continue to build strong, effective relationships with the Board, Staff, and Grand Lodge and local lodges
- Assess staffing needs to support growth
- Evaluate current and future funding opportunities
- Expand the library and museum program



Longer Term Focus:

- Increase visibility, awareness and support from the Masonic fraternity
- Develop a strong planned giving program
- Extend fundraising efforts to the larger community to allow for expansion of services
- Increase collaborations with other community organizations to enhance services



THE POSITION

Reporting to and working with the twelve-member Board of Trustees, the Executive Director will have overall strategic and operational responsibility for mission achievement, daily operations, community presence, and relations with WA Masonic Grand Lodge, donors, and relations with other nonprofits and partners.

The 2022 operating budget is \$1,506,000.

It is expected that the Executive Director will play an active role in helping shape the community's understanding of Washington Masonic Charities and its impact on the overall community.

Salary range: \$100,000 to \$130,000 plus medical, dental, vision, long-term disability and retirement benefits.

DESIRED QUALIFICATIONS

The most highly qualified candidates will have:

- 7+ years of increasing experience and success in leadership
- Business and financial management experience
- Demonstrated success in strategic planning and execution
- Fundraising and development experience
- Experience working with a volunteer board of trustees
- Success leading a small team with a large geographic footprint

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

- Nonprofit leadership experience
- Marketing and social media experience
- Experience advancing organizational vision and growth

PERSONAL QUALITIES

- Approachable
- Collaborative
- Excellent communicator
- Relationship builder
- Inspirational and motivational
- Impeccable integrity
- Persuasive
- Strategic thinker
- Trusting and trustworthy
- Self confident
- Sense of humor
- Transparent
- Comfortable initiating and leading change
- Extrovert/outward facing
- Success motivated
- Open minded





TIMING AND APPLICATION PROCESS

Applications received by **5:00 p.m. on April 30, 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 the last two weeks of May with a decision made shortly thereafter.

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

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

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



WA Masonic Charities is committed to providing equal employment opportunities to all employees and applicants. Employment decisions will be made without regard to age, race, creed, color, religion, sex, sexual orientation, national origin, gender identity, gender, marital status, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a person with a disability, or other status protected by applicable federal, state or local laws. Every employee has the right to work in surroundings that are free from all forms of unlawful discrimination.