



## Chief Executive Officer Remote (Texas)

### EXECUTIVE SUMMARY

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**Every Body Texas** believes access to safe, unbiased, high-quality sexual and reproductive healthcare is a universal right and works for a future where every person in Texas can access that care, regardless of identity or income. Now with 19 staff and at a pivotal point in its organizational journey, **Every Body Texas seeks applications and nominations for its next CEO.**

The **CEO** will lead and guide Every Body Texas into the next phase of its work to increase access to sexual and reproductive healthcare by funding and training healthcare providers in a way that increases access for clients. The CEO will take an active role in working with board, staff, and stakeholders to set organizational vision and strategy. They will serve as a strong external ambassador and advocate for the organization's work, developing deep relationships that result in additional partnerships, opportunities, and resources to advance the organization's mission. The CEO will lead a highly skilled, dedicated team and foster a collaborative and inclusive culture. They will report directly to the Board of Directors and supervise a team of directors.

#### **Organizational Background and Impact**

In 2013, Every Body Texas was named the Title X Family Planning grantee for Texas, *the* organization responsible for distributing the only federal funds dedicated to family planning care to clinics across the state. In 2023, Every Body Texas supported a diverse network of more than 30 healthcare agencies in Texas with more than \$15M in funding, serving more than 180,000 clients per year. In addition to administering this critical funding, Every Body Texas implements [innovative projects](#) to advance statewide sexual and reproductive health access and [advocates](#) for the policies and investments that increase access to care.

### KEY RESPONSIBILITIES

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#### **Vision & Strategy**

Every Body Texas is in the third year of its five-year Title X grant cycle and is nearing the conclusion of its current 5-year strategic plan, initially developed in 2019. As the strategic plan winds down and a renewed strategic planning effort takes place, responsibilities the CEO can expect in this area include:

- Apply visionary and innovative thinking to lead staff and board in the development and refinement of the organization's next strategic plan and priorities.
- Work in close collaboration with staff to translate EBTX's vision and strategic direction into actionable results and impact.
- Remain attuned to the external environment, including key partners, policy developments, sexual and reproductive health and other trends, to remain proactive to landscape changes and generate innovative ideas that inform ongoing organizational strategy.

### **Team Leadership and Management**

The CEO will lead a team of passionate and dynamic staff to advance the organization's goals and supervise a team of directors. Responsibilities the CEO can expect in this area include:

- Nurture a collaborative, open, and inclusive organizational and team culture.
- Inspire, motivate, and align all staff towards a common vision for success.
- Supervise and support directors with an equity-informed management approach; coach and promote directors' continued ability to grow and develop their leadership and roles.
- Strengthen a culture of collaboration, creativity, innovation, problem solving, and risk taking across teams and functions.

### **Development and External Relations**

The CEO will continue the organization's efforts to increase Every Body Texas's financial resources and its position as a thought leader on sexual and reproductive healthcare. Responsibilities the CEO can expect in this area include:

- Lead the development and execution of a fundraising strategy, with an emphasis on diversifying funding sources beyond Title X resources.
- Position Every Body Texas to remain the state's Title X Family Planning grantee.
- Build and maintain strong relationships with current and prospective donors and funders.
- Proactively identify external engagement and speaking opportunities to advance Every Body Texas's thought leadership on sexual and reproductive health.
- Serve as an ambassador for the organization to the media, developing and delivering clear and concise messaging about issues of importance to the organization.
- Develop close partnerships with Every Body Texas subgrantee network leaders to remain connected to lessons learned, best practices, and new strategies to inform ongoing work.

### **Financial Leadership and Administration**

The CEO will provide strategic financial and administrative leadership that ensures the health and sustainability of the organization. Working alongside a dedicated Director of Finance, a finance team, and administrative staff, responsibilities the CEO can expect in this area include:

- Oversee the development and implementation of the organization's annual budget, including reviewing monthly forecasts, cash flow analyses, and expenses to align financial priorities and ensure resources are allocated effectively.
- Approve the annual budget and regular financial reports, including the annual audit, for presentation to the Board.
- Ensure organizational policies and practices align with organizational values and adhere to best practice in proper financial and administrative controls.

### **Board Engagement and Development**

The CEO will partner closely with the Board of Directors to ensure the organization's sound governance, strategic direction, and mission alignment, and is accountable to the Board of Directors for implementing board-established policies. Responsibilities the CEO can expect in this area include:

- Serve as a trusted advisor to board members, keeping them informed of key issues and opportunities.

- Effectively engage with the Board of Directors on organizational priorities and present timely information that informs the Board’s strategic thinking and decision-making.
- Foster a culture of continuous learning and development for board members.
- Work alongside the board and Development Chair to strategize and execute on fundraising priorities.

## **QUALIFICATIONS OF THE IDEAL CANDIDATE**

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While no one candidate will embody every qualification enumerated below, the ideal candidate will possess many of the following professional and personal abilities, attributes, and experiences:

### **Abilities and Attributes**

- A visionary leader who sees possibilities and moves ideas to action.
- Creative and innovative thinker and problem-solver in the face of dynamic and evolving challenges and issues.
- A leader that values transparency, with the ability to build trust and buy-in through open communication, honesty, and accessibility.
- A confident but humble leader.
- An inclusive and decisive decision-making style that balances the need for timely action with input and feedback from a range of perspectives.
- Adept at addressing conflict in a direct, healthy, and respectful way.
- Clear and compelling communicator with a variety of stakeholders and audiences.

### **Desired Qualifications and Experience**

- 7-10 years of overall program or advocacy leadership experience, with 5+ years leading an organization of comparable scope and complexity or serving in a substantial senior leadership capacity in such an organization.
- Bachelor’s degree (required), with training or advanced degree in public health, business, law, or public administration (preferred).
- Experience with major federal or state grants management and oversight (required), with knowledge of federal Title X funding regulations (preferred).
- Experience interfacing with Texas policymaking, advocacy, and legal landscapes (preferred).
- Understanding of healthcare policies, funding sources, and federal/state regulations regarding reproductive healthcare.
- A strong track record of development success across multiple fundraising sources, including experience with grant writing.
- Experience in working with multiple and diverse stakeholders, including elected officials, board members, government and private sector workgroups, community advocates, etc.
- Ability to successfully lead staff and maintain a strong sense of staff culture and cohesion in hybrid and/or remote work environments.
- Proven experience working in close partnership with and/or leading a nonprofit board of directors.
- Experience managing senior leaders and aligning diverse teams towards a common vision and goals.

- Knowledge of and commitment to centering and advancing Justice, Equity, Diversity, and Inclusion (JEDI) principles in internal culture and in programmatic work.

## COMPENSATION & BENEFITS

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The salary for this position is \$160k - \$180k annually. Every Body Texas offers a robust benefits package, including:

- Generous vacation time, beginning with 30 days per year.
- 100% employer-sponsored premiums for employee's health, dental, vision, disability, and life insurance (employee pays dependent premiums).
- Employer-matched retirement contributions.

## ADDITIONAL REQUIREMENTS

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### Location

This position requires residency within the state of Texas. Every Body Texas allows staff to work remotely to perform their job functions. Due to the nature of travel for this position the CEO can anticipate that work will be performed both remotely and frequently from Austin and locations throughout Texas.

### Travel

The CEO can anticipate frequent travel within Texas to four in-person staff meetings annually, two in-person board meetings annually, and an in-person provider meeting every other year. Other travel will be required throughout Texas for meetings and events on an as-needed basis, with occasional travel required outside of the region.

## A NOTE ON SEARCH PROCESS

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The search process will be steered by a committee of EBTX Staff and Board members (the Search Committee) and conducted by NPAG. NPAG and the Search Committee will review candidate submissions and conduct interviews.

Candidates can generally expect the following:

- Strict confidentiality regarding participation in the search process
- Search Committee and NPAG will review candidate submissions, and NPAG will conduct screening calls with candidates (May-June 2024)
- Search Committee will select candidates for first-round interviews (July 2024)
- Search Committee will conduct first-round interviews (July 2024)
- Finalist Interviews with Staff and Board (August 2024)
- Offer Extended (Fall 2024)
- Start Date (Fall 2024)

## TO APPLY

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More information about **Every Body Texas** may be found at: [www.everybodytexas.org](http://www.everybodytexas.org).

This search is being led by [Cara Pearsall](#), [Stephanie Guidry](#), and [Tyra Gravesande](#) of [NPAG](#). Due to the pace of this search, candidates are encouraged to apply as soon as possible. Candidates may submit their cover letter, outlining their interest and qualifications, along with their resume via NPAG's [website](#).

**Every Body Texas is an equal opportunity employer fully committed to creating an environment and team that represents a variety of backgrounds, perspectives, styles, and experiences. We encourage all to apply because we believe a diversity of voices leads to better discussions, decisions, and outcomes.**

**Every Body Texas does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, sexual orientation, military status, veteran status, genetic information, gender identity, or any other characteristic protected by applicable federal, state, or local law.**