



Mexican American School Boards Association Executive Director Vacancy Announcement

The **Mexican American School Boards Association (MASBA)** is excited to announce that it is seeking a highly motivated, innovative individual to serve as their next Executive Director. MASBA is seeking an individual that is focused on driving positive change and will lead MASBA to becoming a greater voice in our advocacy for an equitable education for all children, especially our Latinx students. Currently MASBA has 147-member districts.

MASBA is a voluntary, non-profit, statewide education association that has served Texas school boards since 1970. MASBA is focused on closing achievement gaps in our Texas public schools, particularly for the **Latinx students** who comprise the majority of students in our Texas public schools.

During its infancy, MASBA was led by a 14-member Board of Directors. At that time, membership in MASBA was open to all school districts with a sizeable percentage of minority students. MASBA held its first conference on February 8-9, 1975. MASBA organized various efforts, served as a consultant to the Priorities Committee of the Texas State Board of Education, and worked to implement the recommendations of "Toward Quality Education for Mexican Americans," a report by the U.S. Civil Rights Commission and the Intercultural Development Research Association (IDRA) of San Antonio.

Throughout the years, MASBA has tackled challenging issues of equity and diversity, appropriate curriculum, and the advancement of the Mexican American culture. For 22 years, MASBA has presented an annual conference for trustees to learn about and discuss such issues.

MASBA is also renowned for hosting Texas' first-ever statewide high school *mariachi* championship in 2010. As a result of MASBA's efforts, the annual competition grew and, *mariachi* was recognized in 2015 as a sanctioned event of the University Interscholastic League!

Executive Director Job Responsibilities:

1) **Board Governance:** Works with Board to fulfill the organization's mission.

- Responsible for leading MASBA in a manner that supports and guides the organization's mission as defined by the Board of Directors.
- Responsible for communicating effectively with the Board and providing, in a timely and accurate manner, all information necessary for the Board to function properly and make informed decisions.

2) **Financial Performance and Viability:** Develops and leads opportunities for resource development sufficient to ensure the financial health of the organization and its initiatives.

- Responsible for fundraising and developing other revenues necessary to support MASBA's mission.

- Responsible for the fiscal integrity of MASBA, including submission to the Board of a proposed annual budget and monthly financial statements, which accurately reflect the organization's financial condition.
- Responsible for fiscal management that generally anticipates operating within the approved budget, ensures maximum resource utilization, and maintenance of the organization in a positive financial position.

3) **Organization Mission and Strategy:** Works with Board and staff to ensure that the mission is fulfilled through programs, strategic planning, and community outreach.

- Responsible for implementation of MASBA's programs that carry out the organization's mission.
- Responsible for strategic planning to ensure that MASBA can successfully fulfill its mission into the future.
- Responsible for enhancing MASBA's image by being active and visible in local and state activities and working closely with other professional, civic and private organizations.

4) **Organization Operations:** Oversees and implements appropriate resources to ensure that the organization's operations are appropriate.

- Responsible for the hiring and retention of competent, qualified staff.
- Responsible for the effective administration of MASBA's operations.
- Responsible for signing all notes, agreements, and other instruments made and entered into and on behalf of the organization.

Application Process

The application process will remain open until the position is filled, but the application deadline for the first review of applications is July 9 2021 at 5:00 p.m. (CST). The anticipated start date for the Executive director is July 26, 2021, although applicants may be requested to start earlier. An application should include a detailed letter of interest indicating qualifications and reasons for interest in the position. The application packet should consist of the following information:

- a completed application
- a statement of philosophy of non-profit administration (not to exceed one page)
- a current resume or curriculum vitae
- three letters of reference

Professional Qualifications Needed

- A bachelor's degree.
- Transparent and high integrity leadership.
- Five or more years senior non-profit, civic or education management experience.
- Experience and skill in working with a Board of Directors.
- High level strategic thinking and planning. Ability to envision and convey the organization's strategic future to the staff, Board, volunteers and donors.

- Ability to effectively communicate the organization's mission to donors, volunteers and the overall community.
- Demonstrated ability to oversee and collaborate with staff.
- A history of successfully generating new revenue streams and improving financial results.
- Active fundraising experience. Excellent donor relations skills and understanding of the funding community.
- Previous success in establishing relationships with individuals and organizations of influence including funders, partner agencies and volunteers.
- Solid organizational abilities, including planning, delegating, program development and task facilitation.
- Strong financial management skills, including budget preparation, analysis, decision making and reporting.
- Strong written and oral communication skills.
- Strong public speaking ability.
- Strong work ethic with a high degree of energy.

Apply now at <https://www.808west.com/current-searches> to have an opportunity to lead an organization whose mission is to drive equity and close education gaps for Latinx students across Texas.