

Executive Director Impact Description

October 2023



Organization Overview

Mahala's Hope is a nonprofit organization whose primary purpose is to assist women in recovery from substance abuse and trauma, which may include physical/sexual violence, childhood trauma and/or trauma stemming from their addictions. Primarily helping women (age 18 and older) after they have already received primary rehabilitation, Mahala's Hope serves as a stepping-off point before they return to their communities with renewed confidence and can live independently. The on-site counselor helps them create individual treatment plans. Mahala's Hope meets the specific needs of the clients and works with them to develop personalized strategies, always endeavoring to uncover and understand why they make the choices they make.

Mahala's Hope created a transitional recovery residence to fill a gap in services available in the region. While many primary-care services, such as 30-day treatment programs, exist throughout Wisconsin, many women recovering from drug and/or alcohol abuse — and the trauma associated with that — need a place to prepare for their return home so they reduce their risk of relapse. The residence facility itself features a family-like setting located in a rustic, nature-enriched area. The clients often form a sisterhood, finding camaraderie while building support systems during their time together. Activities include yoga and meditation, experiential art, group therapy, gardening, cooking, and other contributions to the welfare of the house.

Mahala's Hope takes a strength-based and holistic approach to treatment, providing physical, emotional, psychological, and spiritual care. Our remote, rural setting immerses our clients in nature — from our horses and surrounding wildlife to flowerbeds and vegetable gardens to sunsets and serenity — all of which help the women with meditative mindfulness. Mahala's Hope offers equine experiential learning and believes working with horses is a powerful and effective method for a person to gain emotional insight, leading to healthy changes in attitudes and behaviors. Partnering with horses inspires healing and growth, an understanding of who we are, and how we will be able to integrate this knowledge in our lives. Mahala's Hope also offers equine experiential workshops to various populations, including vicarious trauma groups and corporate teams, as well as outpatient counseling.

To learn more, please visit us at: <https://www.mahalashope.com/>.



Position Overview

The esteemed leader and founder of Mahala's Hope is preparing for her retirement. She remains immensely dedicated to the mission and will stay on with the organization through the search and into the future in a new role. Under the direction of the Board of Directors, the Executive Director (ED) assumes complete responsibility for carrying out assigned policies and regulations. The ED oversees and directs the overall management and day to day operations of Mahala's Hope and provides an essential voice for the future. The ED has the authority to direct the implementation of Mahala's Hope programs and services and is responsible for the management of all staff members and oversight of volunteers. The ED maintains high standards of ethics, honesty, and integrity in personal and professional relationships. The ED is ultimately responsible for making sure there is adequate funding and resources to carry out the mission.

Executive Responsibilities

Organizational Leadership and Operations

- Hires compassionate, professional, and qualified staff and keeps ongoing, open communication as well as a collaborative culture.
- Ensures staff have a meaningful voice in change(s) and clarity in roles.
- Leads with strong and accessible clinical competency or oversees a model for clinical support.
- Oversees orientation and training of all employees and volunteers.
- Understands and implements the mission of Mahala's Hope.
- Works as an advocate for Mahala's Hope before government entities, clients, and the public.
- Understands the needs of Mahala's Hope clients and seeks to fill those needs with specific programs and services.
- Sets specific professional goals with outcomes that are congruent with the strategic plan.
- Directs day-to-day operations.



Governance, Financial Management, and Compliance






- Keeps informed about financial needs to pay staff, facilities, equipment, and supplies.
- Understands and oversees the financial accounting programs for the organization.
- Ensures that funds are spent appropriately, always in the best interest of those we serve.
- Keeps board members informed about issues, needs and operation of Mahala's Hope.
- Offers direction to the board, when needed on issues requiring board action, and makes appropriate recommendations based on thorough study and analysis.
- Implements policies, fundraising, and oversight of budget, promotions, and public relations.
- Attends all board meetings and attends committee meetings as needed.
- Acts as a consultant to the board and its committees while interfacing with community organizations/resources.
- Completes all licensing requirements.



Essential Programs and Services

- Maintains consistent awareness of all activities, program needs and assigns staff to assure safe and efficient operations.
- Oversees client admissions.
- Provides supervision and overseeing of program planning and observation of program activities.
- Evaluates staff performance. Assuring that all staff have prompt performance reviews.
- Provides guidance and support to the Administrative Assistant and the Program Coordinating Team.
- Assures that all documentation is compliant with regulating agencies for grants and licenses.

Candidate Attributes and Competencies

-  Passion for Mahala's Hope mission and trauma informed model; Clinical licensure preferred.
-  Bachelor's Degree in Social Work, Human Services or another related field is required.
*Clinical licensure preferred.
-  Minimum 5 years' experience in a leadership and/or mentorship position.
-  Successful experience in strategic planning and visioning.
-  Experience in volunteer and/or Board of Director partnerships is desirable.

Instructions for Applicants

Please email all items below, combined into one document, to mahala@leadingtransitions.com, by November 17, 2023:

1. Please submit a letter describing **your qualifications** for this Executive Director position, **your interest in the Mahala's Hope mission**, and a **description of your salary parameters**.
2. A **detailed and updated resume**; and
3. The names of, your relationship with, and the contact information for, **three professional references**.

Please note: References will not be contacted until a candidate has been notified; All offers of employment are contingent upon clear results of thorough background checks; All inquiries and interactions with potential candidates are kept in strict confidence.



The salary range for this executive position starts at \$80K. Benefits include a 401K plan, health insurance, paid time off, and a retirement plan.

This position will remain open until filled.

Mahala's Hope is an equal employment opportunity employer. Employment decisions are based on merit and business needs, and not on race, color, citizenship status, national origin, ancestry, gender, sexual orientation, age, weight, religion, creed, physical or mental disability, marital status, veteran status, political affiliation, or any other factor protected by law.

Employees and applicants are treated in a nondiscriminatory manner in all terms, conditions, and privileges of employment, including, but not limited to promotions, transfers, compensations, terminations, training, and participation in any organization-sponsored benefits or programs. Our employment practices are not influenced or affected by an applicant's or employee's race, color, religion, gender, sexual orientation, national origin, age, disability unrelated to ability to do a job, or any other basis provided by applicable state or federal laws in areas where the company is conducting business.

Leading Transitions is proud and honored to be facilitating this important transition and search on behalf of the Board of Directors of Mahala's Hope. Leading Transitions is committed to the future vitality of nonprofit, philanthropic, and community-centered organizations, and leaders. The firm's inclusive and adaptable practices provide the flexibility necessary to adapt to the intricacies of any organization or community.