



## Citizens for Radioactive Radon Reduction Inc.

### *Position Description*

#### Mission

Citizens For Radioactive Radon Reduction is a 501 c3 nonprofit organization with a purpose to assist, encourage, and prepare advocates in making a difference with awareness, education and action against radioactive radon gas exposure. We effectively educate the public and private sectors about the real danger of living, working, or attending school in environments with elevated levels of radon gas.



# Board President (Volunteer)

June 22, 2023

## President

Effective 1/1/2024

The president focuses on the core functions of the organization to enable it to achieve its long-term vision. Areas of focus include: strategy, finance, board management, fundraising, and program delivery.

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## Description

**Citizens for Radioactive Radon Reduction Inc (CR3).**

### President

The President of will report into the Founder and work collaboratively with the Board of Directors in leading the transformation of Citizens for Radioactive Radon Reduction Inc. (CR3) from its current stage to a more mature organization capable of delivering on its long term vision. Specifically, she or he will ensure that CR3's fiscal, operations, fundraising, marketing, human resource, technology, and programmatic strategies are effectively implemented across all segments of the organization.

### Responsibilities

#### Strategic vision and leadership

- Collaborate with the founder and the board to refine and implement the strategic plan while ensuring that the budget, staff, and priorities are aligned with CR3's core mission.
- Provide inspirational leadership and direction to all executives, and ensure the continued development and management of a professional and efficient organization; establish effective decision-making processes that will enable Citizens for Radioactive Radon Reduction Inc. (CR3) to achieve its long- and short-term goals and objectives.
- Cultivate a strong and transparent working relationship with the Board and ensure open communication about the measurement of financial, programmatic, and impact performance against stated milestones and goals.



- In partnership with the Founder, help build a diverse and inclusive Board representative of the community that is highly engaged and willing to leverage and secure resources.

## **Development**

- Ensure that the flow of funds permits Citizens for Radioactive Radon Reduction Inc. (CR3) to make continuous progress towards the achievement of its mission and that those funds are allocated properly to reflect present needs and future potential.
- Formulate and execute comprehensive marketing, branding and development strategies that will ensure consistency throughout the organization and enhance revenue from major donors, foundations, government agencies, and corporations.

## **Strengthening infrastructure and operations**

- Ensure the delivery of high-quality services while managing for current and future growth.
- Support and motivate the organization's staff and board.
- Facilitate cross-departmental collaboration and strengthen internal communications with staff and board throughout the organization; create and promote a positive, multicultural work environment that supports consistency throughout the organization's strategy, operational methods, and data collection needs.
- Oversee the financial status of the organization including developing long and short range financial plans, monitoring the budget and ensuring sound financial controls are in place; set financial priorities accurately to ensure the organization is operating in a manner that supports the needs of the program and staff.

## **Program Development**

- Rationalize the delivery of programs through new and existing offices and partnerships.
- Increase efficiencies and consistency throughout the organization by developing and implementing standardized programs, services, and program office marketing.



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## Qualifications

- Minimum of a BA, ideally with an MBA, MPA, or related advanced degree
- At least 10-20 years of overall professional experience
- Prior nonprofit experience ideal; management of a global or multisite organization preferred
- Significant board development, fundraising, marketing/branding and fiscal management experience a must
- A financially savvy and politically astute leader with the ability to set clear priorities, delegate, and guide investment in people and systems; keen analytic, organization and problem solving skills, which support and enable sound decision making
- Excellent coalition building skills with an ability to communicate and work effectively with a variety of internal and external stakeholders; a persuasive negotiator able to achieve consensus amongst differing opinions
- Outstanding presentation and communication skills and the experience and proclivity to be an outgoing spokesperson, relationship builder, and fundraiser
- Strong commitment to the professional development of staff; successful track record of recruiting and retaining a diverse team
- Strong lung cancer experience as patient, caregiver or health care professional