



South Puget Sound  
**Habitat**  
for Humanity®

# CHIEF EXECUTIVE OFFICER



**APPLY NOW**



# THE ORGANIZATION

[South Puget Sound Habitat for Humanity](#) (SPS Habitat) is a nonprofit organization committed to building stability and self-reliance for South Sound residents through affordable home ownership solutions. Habitat's home building mission is fueled by home sales, retail sales in two stores, real estate holdings, charitable donations, and grants.

Established in 1989, South Puget Sound Habitat develops and builds communities in Thurston County. Working with volunteers and donors, they have built and sold 83 affordable homes, completed 15 critical home repair projects, and housed 112 children and 134 adults.

## MISSION

Seeking to put God's love into action, South Puget Sound Habitat for Humanity brings people together to build homes, communities, and hope.

## VISION

A world where everyone has a decent place to live.



## VALUES

- **People First** - Putting people first is an integral part of Habitat's philosophy. By examining policies and practices both inside and outside of the organization, framing decisions based upon their impact on people, and addressing those most often marginalized, Habitat is committed to creating a more diverse, equitable and stronger community.
- **Community** - Habitat cultivates community by establishing and nurturing a sense of connectedness and belonging across all aspects of the work. Habitat acknowledges that people depend on each other, and that this dependence and connectedness is rooted in trust and collectively working toward a common goal.
- **Future Generations** - Habitat focuses on making lasting changes in the community by building wealth and nurturing environments for both elders and children. Future generations will be empowered by the long-term strategy and vision of a world where everyone can have the opportunity to live in a decent, sustainably built, and affordable home.
- **Integrity** - Habitat is committed to operating in a manner consistent with the highest standards of integrity. They are honest, ethical, and fair in everything they do. They keep their word, deliver on promises, acknowledge mistakes, and do the honorable thing in the face of adversity.
- **Diversity, Equity, and Inclusion** - South Puget Sound Habitat for Humanity is working on becoming an anti-racist, pro-inclusive community organization. They acknowledge the painful history of legalized oppression and discriminatory practices in housing and intersecting industries against communities of color.



# THE POSITION / YOUR ROLE

The Chief Executive Officer (CEO) works alongside the eleven (11) members of the Board of Directors in developing strategic goals for SPS Habitat. The CEO leads the organization in achieving these goals by developing and implementing strategic and operational plans and integrating the work of staff, committees, and volunteers into a coherent, consistent, and effective program of advocacy, fundraising, construction, financing, and family support, resulting in successful home ownership for SPS Habitat's partner families.

The CEO manages an annual operating budget of \$5.7M, and a team of six (6) senior leaders who oversee operations, human resources, finance, grants, advancement, and executive coordination. Sharing accountability for the wellbeing and sustainability of the organization, the CEO and senior leadership team manage, motivate, and develop a full staff of approximately twenty-six (26).

The CEO provides leadership and strategic direction for SPS Habitat by collaborating with board, staff, volunteers, and the community to develop short- and long-term goals for all aspects of the organization including finance, construction, the retail stores, fundraising, volunteers, community relations, and family support; developing a clear financial strategy through the analysis of the organization's fiscal outlook; building high-performing teams, ensuring all teams are aligned, and collaborating to achieve organizational results; and developing and strengthening working relationships and cooperative arrangements with local and state community groups and non-profit organizations, as well as strengthen relationships with legislative and governmental agencies which are necessary for the success of the organization's programs.





# PRIORITIES FOR THE NEW CEO

- In partnership with the City of Olympia, complete the exciting and impactful [3900 Boulevard Road property](#) project, SPS Habitat's largest and most ambitious project to date.
- Build 500% more homes in the next 5 years (174 homes), compared to the last 5 years (26 homes). Most of these homes are already in the active development pipeline. The CEO will be focused on funding these projects and building the homes.
- Between the units mentioned above and anticipated resales, provide 190 families with safe and healthy housing.
- Expand and diversify fund development so that the organization does not rely too heavily on any one source of revenue.
- Leverage and expand the very successful, well received, and well respected [Critical Home Repair](#) program. Increase awareness and visibility of the program and continue to seek out grant funding to grow the program and impact even more families.
- Increase awareness and visibility of the organization, its programs and services, and its positive impact on the community.
- Train and educate 2,000 people to improve their housing conditions by offering workshops and seminars on topics ranging from basic construction skills to making home repairs, and how to access financial resources, among others.
- Increase, engage, educate, and train the volunteer pipeline.
- Complete renovations to Habitat's office building in east Olympia to provide a positive, functional workspace for Habitat staff and to become a hub/gathering place for the community.



# LEADERSHIP ABILITIES / WHAT YOU BRING

Candidates will be evaluated on the full range of their lived and learned experience, professional background, volunteer experience, and direct and transferable skills. SPS Habitat is seeking candidates with a compelling combination of demonstrated experience and skills in some, or all, of the following areas:

- Experience serving as an Executive Director, Deputy Director, CEO, COO, CAO, CFO, or similar role(s), or as a senior staff member of an organization, division, or department of comparable size.
- Broad understanding of all aspects of running nonprofit organizations (e.g., Human Resources, Strategic Planning, Fund Development, Programming, Budgeting, and Financial Management).
- Exposure or familiarity with construction project management, home building, real estate/housing development and Fair Housing requirements.
- Exposure to nonprofit operations, business operations, or public sector operations – which may come from board, volunteer, or staff service – is required for success in this role.
- Experience with philanthropic fundraising, corporate relations, grant writing and successfully navigating the legislative space.

## COMMITMENT TO:

- The Habitat for Humanity principles and core values, as well as a willingness to work as a member of a collaborative team.
- Building safe, healthy, and affordable housing and increasing access to homeownership.
- Fostering a work climate which attracts, retains, and motivates a diverse and talented staff.
- Learning and enhancing skills that promote anti-racism, cultural competency, and an understanding of oppression and institutional racism and its impact.



- Coalition building and advocacy - demonstrated effectiveness in inspiring support and confidence in building and maintaining relationships among diverse community stakeholders and partners.
- Strategic and big-picture vision to continue SPS Habitat's ambitious growth trajectory.
- Ethical business practices.

## ABILITY TO:

- Delegate.
- Successfully manage existing and develop new revenue sources.
- Navigate a wide range of political views across the region.

## OTHER SKILLS & CHARACTERISTICS:

- Mission-driven.
- Project management.
- Understanding of financial statements and cash flows.
- Education and/or experience in community and/or affordable housing development, urban planning, community lending, construction, retail management, and/or previous experience with Habitat for Humanity.
- Compassionate and empathetic.
- Strong communication skills amongst a wide range of stakeholders - board, staff, volunteers, donors, developers and contractors, banks, legislators, and grantors.
- Servant leadership. Transformational leader and mentor – communicative, visionary, inspirational, democratic, focused, supportive, and innovative.



# COMPENSATION & BENEFITS

South Puget Sound Habitat for Humanity strives to provide competitive and equitable compensation to all employees while allocating its limited resources to carry out its mission.

The starting salary range for this position is **\$120,000 - \$165,425**.

The comprehensive benefits package includes:

- Medical coverage through Regence.
- Health Reimbursement Account (HRA).
- Dental and vision coverage through Principal.
- Employee Assistance Program, including telehealth and video options.
- SIMPLE IRA with 3% employer matching contribution.
- Long-term disability insurance.
- Basic group life and voluntary life insurance.
- Vacation, sick time, and paid holidays.
- Employee discount in our Habitat Stores.

# TO BE CONSIDERED

The position is open until filled, with a priority deadline of December 8, 2023. Initial interviews will begin in late October.

Candidate materials are reviewed on an on-going basis and initial interviews will begin by late-October. Please submit a resume and a two-page (or less) cover letter addressed to Board President, John Hutchings [here](#).

<https://valtasgroup.hire.trakstar.com/jobs/fk0vwdn/>

You may direct questions to Ed Rogan at [ed@valtasgroup.com](mailto:ed@valtasgroup.com) or 206.697.8428 or Emily Lee at [emily@valtasgroup.com](mailto:emily@valtasgroup.com) or 425.298.5855.

*South Puget Sound Habitat for Humanity is an equal opportunity housing provider. We are pledged to the letter and spirit of the law and provide a program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.*





## ABOUT VALTAS GROUP

We are proud of our work as [Interim Executive Directors](#), supporting our clients in times of transition. Our deep experience helps organizations navigate uncertainty during leadership change. We [lead the search process](#) in [partnership with the board](#) and staff leadership, as consultants for [recruiting and search](#) to support your organization as you identify the ideal Executive Director or leader for your future. We partner with board members and senior nonprofit leaders on a variety of strategic consulting assignments.

Valtas Group has a variety of comprehensive resources to guide your transition needs. [Contact us](#) to learn about our [executive interim and placement services](#) and keep your organization moving during any transition or major change.

**CONTACT US**