

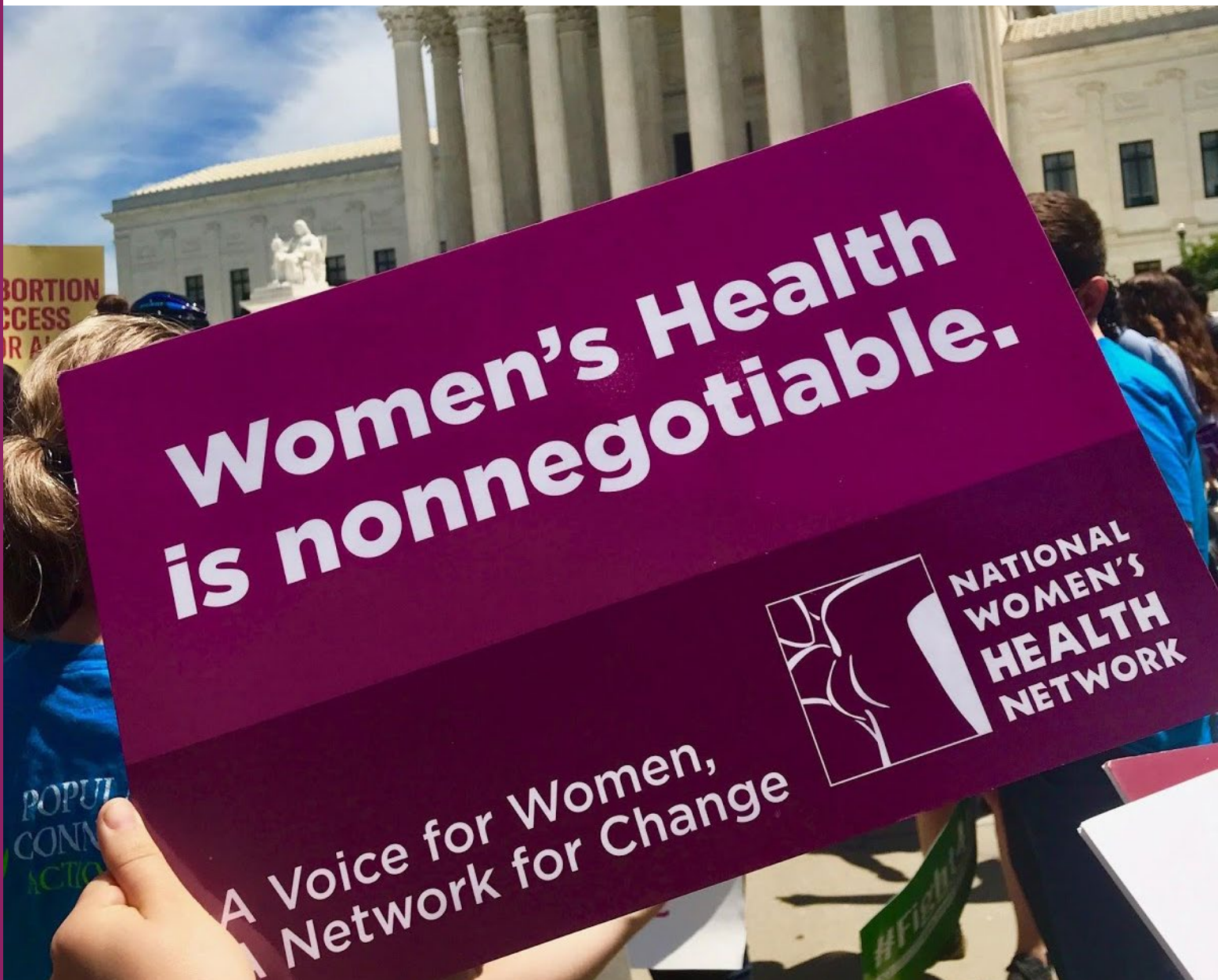


**NATIONAL  
WOMEN'S  
HEALTH  
NETWORK**

A VOICE FOR WOMEN, A NETWORK FOR CHANGE

## **National Women's Health Network Executive Director**

Washington, DC | April 2021





**NATIONAL  
WOMEN'S  
HEALTH  
NETWORK**

A VOICE FOR WOMEN, A NETWORK FOR CHANGE

## **Executive Director**

National Women's Health Network  
Washington, DC

### **About the National Women's Health Network**

The National Women's Health Network (NWHN) was founded in 1975, outside the doors of the U.S. Food and Drug Administration, where the organization's founders protested on behalf of women who died from estrogen-containing drugs.

Over the years, the work of the NWHN has protected and saved women's lives, including, notably, a decrease in breast cancer rates when millions of women stopped taking menopause hormone therapy after NWHN-promoted research showed the therapy increased the risk of breast cancer.

From those early watchdog days to today's successful campaigns such as banning unsafe and unregulated cosmetics, the Network has grown into a national membership organization of more than 2,000 women's health advocates. The Network and its membership work toward a just health system that reflects the needs of all women, including women of color, low income women, immigrant women, young women, women with disabilities, and members of the LGBTQ+ community. The NWHN is committed to remaining independent and representative, and does not accept money from pharmaceutical or insurance companies.

### **About the Opportunity**

As the organization approaches its 50th anniversary, it seeks an Executive Director to usher in a new day and era for the NWHN. Currently a team of seven staff, with a \$1.2M budget, the organization seeks a leader who can grow the presence and prowess of the Network to meet the moment. The Executive Director is responsible for guiding the strategic direction of the organization, both internally and externally; and will oversee fundraising, communications, programs, and operations. The Executive Director serves as a spokesperson for the Network, and trusted partner to its members and allied organizations.

Building upon the successes of its predecessors and with a focus on bringing more people to the table, the core priorities for both the Network and its new leader include:

- Impacting the health care system to produce more equitable outcomes and provide universal and affordable health coverage that meets the needs of all women.
- Impacting federal and state policy on abortion and contraception to ensure that people of all ages, races, geographies, and gender identities have accurate information and unrestricted access to patient-centered care.





- Protecting the health of all women by fighting corporate influence on health care; including challenging disease mongering, dangerous drugs and devices, inappropriate marketing, unregulated products, and high prices.
- Communicating about women's health in a way that resonates with diverse audiences and builds visibility, awareness, and power in support of the NWHN's long-term goals.
- Demonstrating the organization's commitment to the values of justice, equity, and diversity through sustained investment in internal systems and external programs.

**The Executive Director works closely with the NWHN's dynamic staff and board of directors to build power by:**

- organizing members on the ground,
- advancing policy priorities that protect women's health,
- exposing abuses in the health care system that disproportionately affect women, women of color, trans women, and groups with unequal access to policymaking, and
- working in deep partnership with allies in the broader women's health, reproductive justice, and consumer advocacy arenas to pursue strategic priorities.





**NATIONAL  
WOMEN'S  
HEALTH  
NETWORK**

A VOICE FOR WOMEN, A NETWORK FOR CHANGE

## Key responsibilities of the Executive Director include (but are not limited to):

### *Fundraising*

- Building relationships with key funding partners, including foundation representatives, individual donors, donor advisors, and sponsors. This includes managing individual giving campaigns and fundraising events.
- Raising the annual budget of the organization, with an eye toward programmatic growth to reach new audiences.
- Serving as a steward of the NWHN, constantly seeking new opportunities for partnership and collaboration.

### *Administration*

- Design and manage organizational systems that create a values- and mission-aligned organizational culture, including the creation of policies and processes.
- Developing and implementing organizational systems and structures that allow for efficiency and transparency.
- Leading the organization's planning processes, including an evaluation of the organization's annual work plan, infrastructure, and capacity.
- Providing oversight of legal compliance with licenses, regulatory reports, and leases.
- Overseeing human resources including talent planning, hiring, staff development, and employee reviews and compensation.
- Staffing and preparing staff for board meetings.

### *Staff Management*

- Fostering a culture of open communication and transparency.
- Providing guidance and direction to staff, with direct and indirect reports.
- Supporting the team in fostering an equitable and inclusive culture of shared leadership across positions of power and social identities.



**NATIONAL  
WOMEN'S  
HEALTH  
NETWORK**

A VOICE FOR WOMEN, A NETWORK FOR CHANGE

### *Board Relations*

- Cultivating strong and effective working relationships with Board members.
- Communicating openly and regularly with the board on governance, finance, and policy issues.
- Engaging with recruitment efforts to ensure that Board members represent the NWHN's membership and impacted communities.

### *External Relations*

- Serving as the voice of the Network with supporters and in coalition, at the national, state, and local level.
- Ensuring that the voice of the Network is cohesive and identifiable, reiterating messaging through public speaking on panels, to the press, and with elected officials and decision-makers.
- Acting as a mentor to emerging leaders, with particular emphasis on new leaders of color and leaders from directly impacted communities.
- Approving communications and messaging and ensuring distribution to key constituencies, including donors.
- Leading marketing efforts to expand and diversify support and membership, and clarifying brand.

### *Issue Expertise*

- Providing the membership and key audiences with accurate information and analysis.
- Understanding and being able to translate the health needs and concerns of women, particularly women who are disproportionately negatively impacted by existing systems and policies.



## Desired competencies:

- 10 years of professional experience, in the field of women's health, reproductive justice, consumer advocacy, or related area
- Management and supervision experience, of both full-time employees as well as consultants/contractors
- Experience working with boards of directors
- Commitment to racial justice, racial equity, and anti-racism, with working knowledge on ways to deepen understanding in these areas with diverse stakeholders
- Practice with Diversity, Equity, and Inclusion in an organizational setting
- Success working in and leading coalitions
- Ability to navigate complex and changing relationships and dynamics, particularly in membership or affiliate contexts
- Creative and entrepreneurial, with an eye for finding unique niches
- Proficiency with media, media advocacy, and public speaking
- Strong relationships with funders and influencers who can support the mission of NWHN
- Financial management experience, preferably managing \$1M+ budgets
- Grant writing and proposal solicitation
- Experience in public policy and public affairs, experience in administrative advocacy, working with elected officials and policymakers
- Experience developing campaigns and scaling programs
- Community organizer-orientation, with experience building movement and transformational power from the inside and the outside
- Flexibility and patience with change and transition
- Optimism and ambition for the future of the Network, its members, and its impact



**NATIONAL  
WOMEN'S  
HEALTH  
NETWORK**

A VOICE FOR WOMEN, A NETWORK FOR CHANGE

Website: <https://nwhn.org>

Travel requirements / expectations (when safe): 3-4 days/month

Salary range: \$125,000 to \$135,000, annual, commensurate with experience

Benefits: Employer-paid health insurance, flextime, paid sick and vacation time, paid parental leave, comprehensive life and disability insurance, retirement plan, relocation assistance to the DC area if applicable.

Position location: Washington DC metro area

Application deadline: Rolling process, with first interviews starting in early May

### **Application Requirements:**

- Link to apply: <https://forms.gle/dCwAHxdbB167w6E26>
- Please include your resume and a list of three professional references.
- Please include a letter of interest addressing the following questions:
  1. What compels you to apply?
  2. What have you experienced that has most prepared you for this opportunity?
  3. What do you see as a key strategic opportunity for the National Women's Health Network in the next five years?

The National Women's Health Network welcomes, values, and celebrates diversity. The NWHN is strongly committed to the promotion of race, gender, ability, and class equity throughout the organization. The Network does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, disability or any other legally protected status. The NWHN encourages applications and inquiries from people of all races, genders, abilities, and classes - particularly individuals from underrepresented communities.

Please direct inquiries and nominations to Linda Nguyen at [Linda@MovementTalent.org](mailto:Linda@MovementTalent.org) or 202.642.5335.