



# Executive Director Position Announcement

August 14, 2025

To apply, please click [HERE](#).

Salary: \$135,000 - \$150,000 plus benefits

**Applications requested by September 12, 2025  
and accepted until the position is filled.**

## The Opportunity

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SAFEchild (Stop Abuse For Every Child) seeks an Executive Director to lead a team of dedicated professionals and volunteers committed to sustaining its mission of eliminating child abuse in Wake County by helping adults and children create nurturing environments free from abuse and neglect. The new Executive Director will be only the third in its 33-year history, and will require the leadership skills, commitment to mission, and daily determination to continue to deepen and expand community-wide impact.

## The Organization

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SAFEchild is Wake County's only non-profit child abuse prevention agency, providing direct services to children and families. The agency works to prevent and eliminate abuse by implementing three primary strategies: the SAFEchild Advocacy Center, the Funny Tummy Feelings school-based program, and group-based parenting programs. SAFEchild annually protects over

13,000 children and empowers more than 2,000 parents through education, support, and intervention programs, and these programs are provided at no cost to the family in need of support. On any given week, SAFEchild staff and volunteers will be in classrooms talking to our society's youngest members, meeting with parents to provide support and information to prevent child abuse from ever occurring, and treating victims of abuse.



Founded in 1992 by the Junior League of Raleigh, SAFEchild is governed by a 25-member Board of Directors consisting of business and community leaders in Wake County. The agency is staffed by 29 full- and part-time professionals and administrative staff, as well as 200 dedicated volunteers assisting with important service delivery and resource development activities. Operations are supported by an annual budget of approximately \$3.3 million, which is anticipated to grow thanks to a successful grants program, a growing year-round annual giving campaign, an investment portfolio, and increasing investments from major donors. The organization is strengthened by its healthy balance sheet, carrying over \$3 million in cash assets, approximately \$10 million in physical assets, and no debt.

SAFEchild recently moved into a new 20,000-square-foot home that unites all of its services and staff in one facility and provides meeting space for the community.

To learn more, visit SAFEchild's website at <https://safechildnc.org/>.



## The Position

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SAFEchild is seeking an experienced leader with a broad set of executive-level skills to build on a strong organizational foundation. The next Executive Director will lead the overall administration and operations of the organization, manage a dedicated staff with compassion and empathy, steward fundraising efforts to support programs and increase sustainability, and shepherd the implementation of SAFEchild's next strategic plan.

SAFEchild leaders are creating the next five-year strategic plan that will address the overarching issue of how and where SAFEchild can have the most impact. With the new facility completed nearly two years ago, leaders are now asking important questions about growth, programs, and services. The study, scheduled for completion later this fall, will provide a roadmap for the new Executive Director to address attendant implementation strategies affecting infrastructure, programs, services, staffing, and funding. Current topics underway address these core priorities:

### Core Focus Areas

1. SAFEchild Advocacy Center
  - Wake County's only Child Advocacy Center works closely with healthcare professionals, Child Protective Services, law enforcement, and the court system.
2. Funny Tummy Feelings school-based program
  - Offered in every Wake County public elementary school and several private schools.
3. Group-based Parenting Programs
  - Offering simultaneous English-speaking and Spanish-speaking programs.

The Executive Director will report directly to the Board of Directors and manage a four-person senior leadership team composed of a Finance and Operations Director, Development Director, Program Director, and SAFEchild Advocacy Center Director. Partnering with the Board and senior team, the Executive Director will be responsible for executing all aspects of SAFEchild's mission to ensure the long-term success of the organization. SAFEchild has nurtured and enjoys a superior reputation in the community, and the Executive Director plays a critical role as the face of SAFEchild to the community across multiple relationships—families served by SAFEchild, individual donors, volunteers, philanthropic foundations, partner agencies, and governmental entities.

Leading an impactful organization like SAFEchild at this inflection point in its history is an ideal opportunity for a leader intent on eliminating child abuse and impacting the future growth of the organization.

## The Location

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The City of Raleigh is the capital of North Carolina, home to several colleges and universities, as well as abundant arts, culture, and recreational opportunities. Fueled by an impressive mix of education, ingenuity, and collaboration, Raleigh and the surrounding "Research Triangle" region routinely rank among the nation's best places to live, work, and play. Home to more than two million people, the Triangle area, comprising Raleigh-Durham-Chapel Hill, has attracted hundreds of companies to the region, making it the largest research park in the United States. Perfectly positioned midway between the coast and the Appalachian Mountains, the Triangle offers residents a beautiful place to call home.



# Core Responsibilities

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The next Executive Director of SAFEchild will be a visionary leader with the experience and foresight to guide the dedicated Board members through board development and board relations, and understand both resource development and financial management. In addition, the successful candidate will be knowledgeable in overseeing effective marketing and communications, staff development, and overall program and facility management.

They will work with loyal community stakeholders and talented staff to chart the course of the organization's future. Proven leadership in a complex organization will be a key asset sought in candidates well positioned to help the organization set and meet ambitious goals.

In addition, the Executive Director will be expected to fulfill the following key responsibilities:

## Leadership, Strategy, and Management

- Serve as the primary advocate, visionary, fundraiser, administrator, and spokesperson for the organization.
- Ensure the successful implementation of the new strategic plan and all internal action plans that support it.
- Advocate with state and local government leaders shaping legislative and policy decisions affecting the mission.
- Inspire and sustain a philanthropic spirit and unified sense of purpose among all staff, Board members, donors, and other partners.
- Work with the Board and staff to ensure the vision and strategic plan continue to chart a course for SAFEchild's future, articulating this vision to internal and external constituencies.
- Develop policies that embody best industry practices and ensure continued excellence in all facets of the agency's operations.
- Develop and retain a high-functioning team and Board.
- Ensure SAFEchild's continued commitment to diversity, equity, inclusion, and anti-racism both internally and externally.
- Recognize and champion the staff, and advocate for internal support as needed, as well as professional development opportunities as funds allow.
- Operate in all capacities with dignity and respect to honor the innumerable contributions that volunteers and staff members, donors, and community stakeholders make on behalf of those protected and underserved in our community.

## Board Development and Board Relations

- Work with the Executive Committee to identify, recruit, train, retain, and recognize Board members.



- Maintain regular communications with the Board members.
- Provide Board members with the necessary support, counsel, training, and information required for effective governance and fundraising activities.
- Engage Board members in meaningful ways that promote the agency's philanthropic spirit.
- Plan and execute agendas for the annual board retreat, board meetings, and committee meetings with the Board President, Board Officers, and Committee Chairs.
- Provide education and training regarding child abuse and neglect.
- Provide education and training regarding cultural literacy related to the cultural, ethnic, and religious backgrounds of those from non-dominant groups.
- Encourage Board members to foster a commitment to staff appreciation and maintain positive relations with the staff.

### **Resource Development and Financial Management**

- Cultivate and motivate the philanthropic spirit of Board members, donors, and other partners, inspiring them to support an exciting future for SAFEchild.
- Invest in authentic relationships and ongoing stewardship of donors, funding agencies, and corporate and community partners that will lead to sustainable funding streams and significant investments in SAFEchild's future.
- Identify opportunities for new donors and partnerships to diversify revenue streams and aid long-term sustainability.
- Fulfill an integral role in the ongoing growth of annual, capital, and endowed resources.
- Supervise and provide accountability of all staff responsible for SAFEchild's resource development and financial management, and the activities related to these responsibilities.
- Play a lead role in the implementation of the annual development plan.
- Develop contractual relationships with funding entities.
- Prepare and submit grant proposals to the faith-based community, foundations, and government entities.



- Work with the development team to prepare and submit ongoing reporting requirements expected by funders.
- Maintain records to meet audit standards (multiple required audits and the 990) and work closely with the accountants and auditors.
- Collaborate with the finance committee to develop the annual operating budget.
- Oversee and monitor the implementation and management of the agency budget.
- Adhere to Board-approved fiscal policies.

## Marketing and Communications

- Broaden awareness of the SAFEchild brand to help ensure the agency's ability to leverage available financial, programmatic, and fundraising opportunities.
- Grow SAFEchild's awareness beyond its historical base of supporters, with a special focus on growing visibility outside of Raleigh.
- Maintain strong communications among staff, Board members, donors, and collaborating partners on issues important to SAFEchild's future operations direction.
- Oversee all internal and external communications.
- Serve as the primary contact for the media and for public relations opportunities.
- Seek and fulfill continuous public speaking and community awareness opportunities.

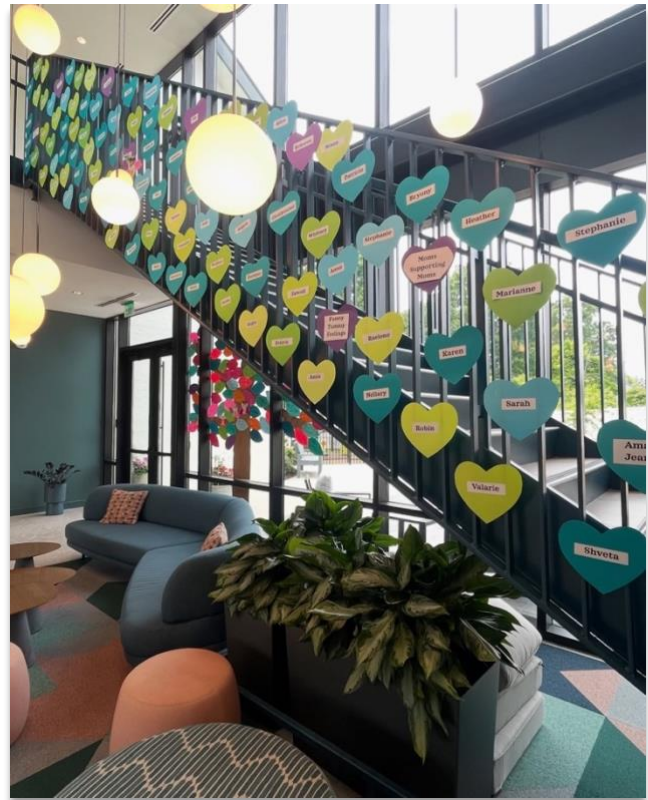


## Staff Development

- Maintain a culture of teamwork and accountability throughout the organization.
- Provide support to staff on the emotional heaviness of the work.
- Promote a safe, equitable, and diverse staff and workplace environment.
- Ensure that all human resource processes and employment laws are executed with integrity and with quality best practices.
- Lead ongoing supervision and support of program and administrative staff. Develop annual professional and programmatic goals.
- Assess staffing needs and hire appropriate, qualified staff.
- Provide opportunities for professional development.
- Maintain infrastructure that prevents burnout and supports long-term staff engagement.
- Engage all staff in meaningful ways that promote the agency's philanthropic spirit.

## Program Oversight

- Ensure quality program delivery, communication, and program evaluation systems that promote effective utilization of facilities, personnel, and financial resources.
- Implement a data-driven approach to monitoring and tracking outcomes, and continually assess where programs can be improved or expanded.
- Oversee and support a strong management team to promote effective planning, oversight, execution, and evaluation of all activities associated with the agency's operations and programs.



## Facility Management, Operational Oversight, and Risk Management

- Maintain safe and healthy facility environments that provide sufficient workspace and resources for successful program execution and mission fulfillment.
- Assess the agency's vulnerability with the assistance and guidance of the agency's insurance provider.
- Maintain adequate insurance coverage for the agency, staff, and Board members that provides thorough protection and minimizes risk and exposure.
- Support the ongoing nurturing and development of SAFEchild's team of program volunteers.
- Ensure best practices in employee management and HR administration, and ensure quality data management, process documentation, and division of duties among the team.



## Required Attributes, Skills, and Qualifications

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The next Executive Director must demonstrate a genuine commitment to the mission and values of SAFEchild with a dedication to creating and stewarding relationships with both internal and external constituencies that enable the successful, consistent delivery of the mission. In addition, they should possess several key attributes, including:

- Proven leadership of a large, diverse, professional staff, including management of a senior team
- 10+ years of experience in nonprofit executive or senior management roles where philanthropy and organizational sustainability and growth were key parts of the position, or commensurate experience with demonstrated success in organizational management, including strategic planning, program development, finance, fundraising, and operations.
- Bachelor's degree from an accredited college, with a Master's in a relevant discipline preferred
- Ability to inspire others through written and verbal communication
- Ability to articulate, verbally and in writing, a passion for protecting children, strengthening parents, and preserving families
- Demonstrated respect for, and an understanding of, the professional, family-centered approach to changing parent and family behaviors
- Demonstrable fundraising experience with success in building dynamic relationships with key philanthropists, business and foundation leaders, and others who can influence individual, corporate, foundation, and government giving
- Must be capable and willing to spend significant time cultivating, soliciting, and stewarding major gifts
- Comfort partnering with and supporting fundraising leadership committees, staff, fundraising counsel, and other partners in development efforts
- Demonstrated appreciation for the importance of a strong, collaborative relationship between an Executive Director and a nonprofit Board of Directors
- Strong business acumen with a solid understanding of operations, finance, and budgeting
- Experience in leading an organization through periods of significant growth
- Proven experience identifying, assessing, and managing organizational risk
- Collaborative, innovative, transparent, and effective leadership that can inspire and motivate the Board, staff, community, donors, and partners
- Strategic vision and innovation, with the ability to both set strategy and execute for results
- High social-emotional intelligence, integrity, and sound judgment

- A strong familiarity with nonprofit operations is a plus
- This is a full-time, in-person (not remote) work opportunity

## Compensation and Benefits

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SAFEchild is committed to attracting an extraordinary leader for this position through a compensation package that includes a competitive salary in the range of \$135,000 - \$150,000 and a generous employee benefits package that includes employee health insurance, dental, vision, Simple IRA, paid PTO, holidays, parental leave, wellness days, hybrid work schedule, and more.

**To Apply:** Please submit a cover letter and resume by September 12, 2025, by [applying here](#). Applications will be accepted until the position is filled.

**Questions:** [SAFEchildED@mossandross.com](mailto:SAFEchildED@mossandross.com)

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