

# ONE VOICE

Position: CEO  
Reports to: Board of Directors  
EEOC Classification: Executive  
Status: Exempt Full Time; Salary  
Hours: Monday through Friday with some weekends/evenings

*OUR MISSION:* One Voice is a Haven for survivors of sex trafficking to begin their unique Journey of healing.

Faced with the knowledge there are girls and young women here in our community who are survivors of sex trafficking and are not receiving long-term survivor care, OneVoiceHome desires to take the lead in providing these services through a safe home of healing and restoration.

The CEO is the face of OneVoiceHome, responsible for articulating its mission, vision, and values. This role requires carrying out the strategic direction and achieving success defined by Key Performance Indicators. The CEO will develop essential resources, build strong partnerships, and oversee all staff. Key responsibilities include maintaining systems for finance, human resources, and operations. This position reports to the Board of Directors of OneVoiceHome.

As a faith-based organization, it is important that all employees of OneVoice understand and adhere to our Statement of Faith. We therefore reserve the right to exercise this bona fide occupational qualification (BFOQ) in determining which applicants are best suited for positions at OneVoice.

The board considers the responsibilities identified below to be representative, not exhaustive, and entrusts the CEO with the freedom to pursue his/her duties in a trustworthy manner.

## **Qualifications:**

- Proven experience (5 + years) in a senior leadership role within the non-profit sector or executive-level corporate or public sector experience with significant volunteer leadership roles.
- Strong understanding of non-profit financial management, fundraising strategies, and grant management.
- Excellent communication and interpersonal skills, with the ability to inspire and motivate staff, donors, and stakeholders.
- Is widely trusted and seen as diplomatic and truthful. Has passion for servant leadership and has a mature Christian faith.
- Visionary leadership with the ability to think strategically, anticipate future trends and drive innovation.

- Commitment to diversity, equity, and inclusion, with experience in fostering inclusive organizational cultures and practices.
- Demonstrate understanding of 501(c)(3) legal and ethical obligations and ensure agency compliance with approved policies (procedures) for accepting and reporting donations.

### **Key Responsibilities:**

The board considers the responsibilities identified below to be representative, not exhaustive, and entrusts the CEO with the freedom to pursue his/her duties in a trustworthy manner.

1. **Strategic Leadership:**
  - Develop and articulate the organization's vision and strategic direction in collaboration with the Board of Directors and senior management team.
  - Lead the planning, implementation, and evaluation of strategic initiatives to ensure alignment with organizational goals and mission.
2. **Organizational Management:**
  - Oversee the organization's daily operations, ensuring efficient and effective management of clients, resources, programs, and staff.
  - Designs and implements policies, procedures, and programs.
  - Foster a positive organizational culture that promotes teamwork, transparency, and continuous improvement.
  - Drafts and implements performance standards; conducts performance reviews for senior leadership.
3. **Financial Management and Sustainability:**
  - Develop and oversee the annual budget, ensuring financial stability and sustainability.
  - Facilitates periodic audits and compliance activities for the organization.
  - Cultivate relationships with donors, sponsors, and funding organizations to secure financial support and diversify funding streams.
4. **External Relations and Advocacy:**
  - Serve as the primary spokesperson and advocate for the organization, effectively communicating its mission, programs, and impact to stakeholders, including the media, donors, and the public.
  - Build and maintain relationships with key stakeholders, including government agencies, community organizations, and partner organizations.
5. **Board Governance:**
  - Work closely with the Board of Directors to provide regular updates, seek guidance on strategic issues, and ensure compliance with governance policies and legal requirements.
  - Support the Board in recruitment, orientation, and development of new members.

### **Education:**

- A Bachelor's degree is required; an advanced degree in a relevant field (e.g., Non-profit Management, Public Administration, Business Administration) is preferred.

**Application Process:** Please submit a resume and cover letter outlining your qualifications and interest in the position to [ceosearch@onevoicehome.org](mailto:ceosearch@onevoicehome.org). Applications will be reviewed on a rolling basis until the position is filled.

**Compensation:** Salary commensurate with experience. Comprehensive benefits package included.

**Equal Opportunity Employer:** Equal Employment Opportunity has been, and will continue to be, a fundamental principle at OneVoice, where employment is based upon personal capabilities and qualifications without discrimination because of race, color, sex, age, national origin, disability, pregnancy or any other protected characteristic as established by law.

**Location:** Lubbock, Texas