



Title:

President

National Hispanic Corporate Council

Organization:

Founded in 1985, NHCC is a unique membership organization comprised of Fortune 1000 corporations providing leading-edge corporate best practices, research and network opportunities for the benefit of its corporate members. NHCC is the premier resource on effectively maximizing the Hispanic Market opportunity through marketing, community relations, human resources, and procurement within the foundation of corporate social responsibility.

Position:

The President provides leadership, vision, and strategic direction for the National Hispanic Corporate Council in accordance with its established mission and goals. The President reports directly to the Board of Directors. In addition to leading the organization, the President coordinates the Board's meetings with the Board Chair and implements all policies established by the Board. Working closely with the committees and the Board, the President drives measurable outcomes that address the NHCC's mission that promotes maximizing the diversity of the Hispanic Market opportunity among Fortune 1000 corporations.

Fiscal Management/Resource Development

The primary duty of the President is to ensure the financial well-being of the organization. Fiscal responsibilities include rigorously managing its finances and raising funds for the organization through membership, sponsorships and grant research. The President serves as the primary fund raiser for the organization through the development and implementation of a multi-dimensional funding platform. The President is responsible for thoughtful and innovative program planning and positioning in order to take advantage of new and existing funding opportunities. The President manages the development of NHCC's budgets for Board approval. Performance in this area is measured by meeting agreed-upon fundraising goals and budget management objectives.

Operations:

The President is responsible for oversight and management of all aspects of NHCC's programming. The President collaborates with the council's Board and committees to prioritize maintain and grow the programs and services. This management will be focused on providing value to its members. He/She advises the Board on new topics, themes and emerging issues relevant to its membership. The President works closely with the Education Committee Chair to develop themes for upcoming conferences, providing insight and perspective to dynamic shifts in business. Performance in this area

is measured by development and deliver of agreed-upon programs, and membership and board feedback.

Membership

The President is responsible for recruiting and retaining NHCC members, while developing membership advocacy through a variety of strategies including marketing, communications, networking, feedback and measurement (follow-up). Performance in this area is measured by achievement against agreed-upon annual goals and objectives (developed in concert with the Marketing and membership Committee Chairs) and to ensure that they are met and/or exceeded.

Administration

The President manages the staff and operations of NHCC. Within established policies, the President advises on all aspects of staff functions, exercising a high degree of administrative knowledge and ability. The President implements the Strategic Business Plan through annual goals and objectives. The President is responsible for hiring, training, evaluating, rewarding, and retaining staff. Performance in this area is measured by employee retention, and employee and board feedback.

Communications/Marketing

The President serves as principal spokesperson and advocate for NHCC. The President relates the organization's Mission and Value Proposition to all stakeholders and potential business partners. The President is expected to broaden and deepen his/her relationships among the core constituency/membership and potential members to enhance the visibility of NHCC. Performance in this area is measured by agreed-upon outreach goals that can include speaking engagements, meetings and influencers and other activities.

Professional Qualifications

The new President should possess the following qualifications:

- A bachelor's degree from an accredited college or university; an advanced degree (in business or management) is highly desired.
- At least 5 years of corporate senior management experience, including nonprofit management experience, reflecting an ability to effectively manage and maintain high quality services and internal organizational systems.
- Able to plan, direct, and manage the operations, budgets, programs and staff.
- Demonstrated ability to fundraise confidently from corporations and foundations.
- Demonstrated ability to build and manage effectively a budget with increased annual growth targets.
- Demonstrated capacity to work with a nonprofit board of directors, ensuring information sharing, effective communications, consultation and support to enable it to fulfill its policy and oversight responsibilities.
- Strategic thinker who is flexible and has sound judgment with experience in building organizations and institutions.

- Proven self-starter and quick study who can work independently with a strong entrepreneurial spirit.
- Ability to attract, develop, motivate, retain and manage the professional development of diverse staff and interns.
- Successful experience as a team builder who has thrived in an inclusive, diverse, environment.
- Has established working relationships and familiarity with local and national Latina/o organizations.

Personal Characteristics

- Passion and values that align with those of the National Hispanic Corporate Council and its mission.
- Superb communication and interpersonal skills.
- Visionary – coupled with a confident, energetic, flexible and positive leadership qualities.
- Goal-oriented, project-oriented and achievement-oriented.
- Ability to recognize and maximize opportunity on behalf of the organization.

For more information and consideration please forward your questions and/or profile information to hr@nhcchq.org
www.nhcchq.org