

## **Position: Executive Director**

### **Description**

The Hispanic Health Council (HHC) is a pioneering, community-based organization dedicated to improving the health and social well-being of Latinos and other diverse communities. Founded in 1978 in response to health care gaps that had tragic consequences for the rapidly growing community of Puerto Ricans in Hartford, CT, the HHC has evolved to serve and advocate for all underserved people, primarily those of Latino descent. The HHC is a respected leader in addressing health inequities through culturally relevant research, direct service programs and policy advocacy efforts. HHC also is a nationally recognized resource and active catalyst in driving health and social policy reform on local, regional and national levels.

### **Position Overview**

HHC's board of directors seeks a dynamic, visionary and seasoned leader to serve as executive director for this active, multi-faceted organization. Reporting directly to the board, the executive director provides overall leadership for the strategic direction and daily operations of this \$4.7 million a year organization. Responsibilities include, but are not limited to, program development, fundraising, and public and community relations. The ideal candidate will be skilled at managing complex relationships, building cooperation and partnerships across a wide range of constituent groups, and inspiring and facilitating open and ongoing relationships among staff, members of the community, funders and policy makers.

Key responsibilities:

- Lead and inspire an organization and the larger community with vision and drive, ensuring the implementation of high-quality, outcomes-oriented programs for disadvantaged, multi-ethnic communities, based on research
- A proven track record of senior level administration and the ability to lead a staff of 70+ full-time employees to develop and deliver on strong, measurable goals for each program area
- Building strategic alliances and collaboration at all levels
- Working closely with the board of directors, facilitate participation in financial oversight, the development and setting of organization-wide policies and systems of accountability, and board development
- Design a fundraising strategy to ensure the future strength and security of the organization by soliciting revenue from a diverse mix of funders including foundations, government, corporations and individuals
- Advocate for and promote the mission of the organization in the community, serving as the voice and face in meetings, at events, on councils and commissions, at City Hall and the state Capitol, providing vision and direction and engaging and leveraging others to ensure broad and successful collaboration
- Oversee the preparation and sound management of the organization's budget

### **Qualifications**

- Masters degree, with a doctorate preferred



- Minimum five years of executive-level leadership and administration in an organization serving Latinos and other underserved communities
- Experience designing and delivering on ambitious fundraising and revenue generation plans
- Exceptional interpersonal skills and ability to listen; demonstrated success initiating and managing complex relationships and facilitating cooperation across multiple departments and/or constituent groups; experience managing and developing a board preferred
- Excellent written and verbal communication skills
- Bi-cultural understanding
- Bilingual Spanish/English (oral/written) preferred
- Demonstrated commitment to the mission of the organization and experience building a collaborative team in a racially and ethnically diverse environment

**The Hispanic Health Council is an equal opportunity employer**

**Please send resume and cover letter to:**  
**Executive Director Search**  
**Hispanic Health Council, Inc.**  
**175 Main Street**  
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