



JOB ANNOUNCEMENT Chief Executive Officer (CEO)

The Humane Society of Southern Arizona (HSSA) is seeking an experienced animal welfare advocate to be our next Chief Executive Officer!

Highly qualified candidates will have demonstrated leadership in large and complex animal welfare organizations, with evidence of financial acumen, change management, community collaboration, donor relations and business development.

This is an incredible opportunity to lead a critical organization in the animal welfare ecosystem of Arizona and the Southwest.

ABOUT THE ORGANIZATION

Celebrating its 80th anniversary in 2024, the Humane Society of Southern Arizona (HSSA) has saved over one million pets since its founding in 1944. HSSA takes in pets from all over Southern Arizona, assisting smaller shelters by taking in hard-to-place pets and pets with serious medical needs – pets who might not otherwise have a chance at life. HSSA is organized around three primary pillars: Shelter & Placement, Prevention and Outreach & Education. HSSA receives over 4,000 dogs, cats and other animals each year, has an annual operating budget of about \$7M, has approximately 130 employees and over 1,000 volunteers. The organization is situated on a beautiful campus featuring a brand-new Education and Behavioral Center, state of the art veterinary clinic, and inviting spaces for humans to meet their new animal companions.

ABOUT THE POSITION:

The **Chief Executive Officer** provides executive leadership and direction to further HSSA's mission to *compassionately serve pets and the people who love them*. The CEO provides internal leadership to develop and guide the work of both professional staff and volunteers, foster a positive work environment and organizational culture, provide clear direction and uphold the highest ethical standards. The CEO is the primary representative of the agency in the community and is directly responsible for developing collaborations and partnerships that ensure the wellbeing of pets in our community.

The Chief Executive Officer works closely with and reports to a volunteer Board of Directors composed of diverse and respected community representatives. The CEO directly supervises a leadership team comprised of a Chief Program Officer, Chief Development Officer, Chief Finance Officer, Director of People & Culture and an Executive Assistant.

Key Responsibilities:

1. **Vision & Strategic Direction:** Engage in high level strategic thinking and be alert to potential opportunities and business strategies that are aligned with HSSA's strategic priorities. Be aware of, recognize, and understand trends in issues impacting animal welfare in our state and community. Guide the development and implementation of the strategic plan.

2. **Internal Leadership & Organizational Development:** Foster a healthy organizational culture and effectively manage change. Develop and support leadership and professional growth of direct reports and other staff. Clearly communicate priorities, expectations and measures of success. Model effective management. Engage the Board of Directors appropriately as partners in leadership of the organization. Inspire through authentic optimism.
3. **External Leadership & Community Representation:** Be a visible, credible and respected community leader, agency representative and spokesperson on issues affecting HSSA and animal welfare. Effectively and passionately communicate HSSA's mission and values. Develop and retain strong community awareness, relationships, and collaborations. Engage with national animal welfare networks.
4. **Financial Sustainability:** Provide oversight to annual budgeting and long-term financial planning. Ensure appropriate investment of resources to meet HSSA's strategic goals and objectives. Provide accurate and timely reporting to the Board of Directors and transparency to the community. Identify opportunities for revenue growth and income generation.
5. **Quality & Compliance:** Ensure HSSA programs are of the highest quality and meet recognized standards of shelter operations and animal care. Utilize data to inform quality improvement. Employ appropriately qualified staff to develop and manage programs and services.
6. **Fundraising & Donor Relations:** Develop positive relationships with funders and donors. Ensure appropriate stewardship of charitable contributions. Work closely with the Chief Development Officer to increase philanthropic support for HSSA's mission and programs.

Qualifications & Core Competencies:

Qualified candidates will demonstrate experience and skills in the following areas:

- Animal Welfare experience, knowledge and credentials (CAWA preferred);
- Minimum of 5 years of executive leadership (CEO or C-Suite), with nonprofit experience preferred;
- Leadership in a large (\$8M+) and complex, multi-functional organization;
- Financial acumen and budget management;
- Fundraising and donor relations;
- Partnership and relationship building;
- People and culture leadership;
- Experience working with a volunteer Board of Directors.

Highly qualified candidates will also demonstrate these characteristics:

- Passion and commitment to the mission and vision of HSSA
- High emotional intelligence
- Unwavering ethics and integrity
- Authenticity and optimism
- Good decision making and problem solving
- Established career trajectory and consistent employment history

Compensation & Benefits

Salary range: **\$172,000-\$185,000** plus a comprehensive benefit package including employer contributions to retirement plans (401K or Roth); medical, dental, vision and life insurance, access to voluntary supplemental, short- and long-term disability insurance; discounts on adoptions and vaccinations; paid time off for vacation, illness and holidays; and access to an fully company-paid Employee Assistance Program (EAP).

ABOUT TUCSON, ARIZONA

With mountain ranges on all sides and 350 sunny days a year, Tucson is a beautiful place to live, work, play, and enjoy the unique Sonoran Desert. Ranked #2 of "12 Best Places to Live" by Outdoor Magazine and one of "25 Most Fun Cities in America" by USA Today Travel Hub, Tucson is still a relatively affordable and cost-effective place to live. Tucson is the first North American city to be designated a UNESCO City of Gastronomy and boasts the best 23 continuous miles of Mexican food in the U.S. Among many other highlights, Tucson is only 66 miles from Mexico, has an international airport, is home to the University of Arizona, is a destination for cyclists and hikers and boasts a robust arts community with professional theatre, opera, symphony and ballet. To learn more about why Tucson is a great place to relocate, visit: <https://www.visittucson.org/> or <https://connecttucson.com/why-tucson/>.

APPLICATION PROCESS

1. Interested candidates must apply through the Indeed website.
2. Please submit **a resume and cover letter** detailing your interest in the position, work experience in animal welfare and other relevant skills. Applicants without a cover letter will not be considered. Applicants will be directed to complete two brief online assessments.
3. Applications will be reviewed as they are received. Apply by COB **February 19, 2024** to ensure consideration.
4. Highly qualified candidates will be invited to participate in a screening interview before the end of February, followed by Zoom interviews with the Search Committee in early March. Finalists will be invited to a full day site visit and in-person interviews during the week of April 1st, 2024. We hope to extend an offer to our selected candidate by April 10, 2024 and desire a start date of May 1, 2024.

The Humane Society of Southern Arizona provides equal employment opportunities regardless of race, color, citizenship status, national origin, ancestry, gender, sexual orientation, gender identity, age, religion, creed, physical or mental disability, marital status, veteran status, political affiliation, genetic information or any other factor protected by law. Background and drug screenings are required for all employment opportunities.