



Active Lives. Empowered Futures.

Bay Area Women's Sports Initiative (BAWSI) Co-Chief Executive Officer Position Description

About BAWSI

The Bay Area Women's Sports Initiative (BAWSI) is a non-profit founded in 2005 by women's sports legends Brandi Chastain, Julie Foudy, and Marlene Bjornsrud. BAWSI mobilizes the women's sports community to engage, inspire and empower the children who need us most. Since our programming began in 2005, BAWSI has enrolled over 22,000 children and engaged over 6,000 volunteer athletes from local high school and colleges.

Our programs:

- **BAWSI Girls** is a free after-school sports and leadership program for girls* in under-resourced communities. Our award-winning program harnesses the power of sport as a tool for leadership development and levels the playing field for girls with the least access to sport.
- **BAWSI Rollers** provides fun, adaptive physical activities for girls and boys with physical, cognitive and hearing disabilities. Weekly sessions include activities that develop coordination, strength, confidence, and independence, and are focused on goal-setting, teamwork, self-respect, responsibility, and leadership.
- **BAWSI Leadership Accelerator** expands our programming to middle school and high school girls with a focus on sports participation, leadership, and career exposure.

Our values: Servant-leadership, authenticity, mindfulness, integrity, collaboration, enthusiasm, playfulness, gratitude

The Role

BAWSI has a unique leadership structure in which the Chief Executive Officer (CEO) position is shared by two people, each of whom work 60% of the work week. One of the two Co-CEOs is currently employed by BAWSI and the organization is looking to fill her counterpart.

In conjunction with their counterpart, the Co-CEO of BAWSI is responsible for overseeing and managing all facets and activities of BAWSI, though responsibilities will be divided among the two Co-CEOs. The Co-CEOs report to the Board of Directors, occupy one seat on the Board of Directors, and share one vote.

The Co-CEO will manage BAWSI's organization and the execution of its servant-leadership mission and vision. This includes BAWSI programming, fundraising, financial management, and marketing & communications. The Co-CEO will also represent BAWSI to funders, family foundations, government agencies, the community, and the public.

Compensation Package

Salary Range- \$85,000 to \$93,000 annually for 3 work days/week. Benefits include medical and dental insurance; simple IRA; vacation and sick time.

Successful Outcomes

- Grow the organization's programmatic impact and footprint
- Double the organization's budget through traditional and non-traditional fundraising and revenue generation efforts within three years
- Lead the development and implementation of the current and future strategic plans

Responsibilities

Leadership & Management

- Sustain the ongoing programming excellence of BAWSI Girls, BAWSI Rollers, and the BAWSI Leadership Accelerator.
- Ensure effective systems to regularly evaluate and measure program components.
- Manage finance, administration, fundraising, and communications and marketing to achieve strategic goals.
- Maintain and support an active Board of Directors and Advisory Council.
- Actively engage, energize, and communicate with committees, volunteers, partnering organizations, funders, and the women's sports community.

Financial Management

- Maintain strong internal management systems to assure fiduciary responsibilities and work closely with the COO, Board Treasurer, Accountant, Board of Directors and staff to maintain excellence in financial controls.
- Draft, forecast, manage and appropriate the budget to maintain the financial well-being and integrity of the organization.
- Oversee the management and tracking of all accounting practices, reports and legal documents, including adhering to IRS and non-profit procedures.

Fundraising

- Oversee all fundraising and actively engage in key activities with the Director of Development, while maintaining BAWSI's core commitment to authentic relationships, integrity, and stewardship.
- Garner new funding opportunities through grants, corporate partnerships, event sponsorships, and with individual funders.
- Oversee and actively pursue both traditional and non-traditional methods of revenue generation.

Staff Management:

- Hire, supervise, mentor, inspire, and evaluate BAWSI's staff.
- Organize and evaluate staff structure and operations to best serve the organization.
- Serve as an active member of the Board of Directors, and designated committees.
- Preserve strong organizational culture, embodying BAWSI's culture, at individual, team, and extended team levels.

Marketing and Communications:

- Oversee the development and execution of all aspects of marketing and communications
- Generate awareness and regularly engage the women's sports community through participation in events, media, and digital channels.
- Oversee the development and execution of a marketing plan, as well as all aspects of core messaging, intellectual property rights, and branding.

Qualifications

1. Demonstration of a substantiated belief in the importance of pay equity and leadership development through sport.
2. A clear passion for, or direct experience in, women's sports.
3. Demonstrated success fundraising \$2M+ dollars/year
4. Material contribution to building and scaling an organization (strategic planning, organizational effectiveness, fiscal management, marketing, effective communication and staff management).
5. A Bachelor's degree or 5+ years of proven and successful history in a leadership role of a non-profit, mission-driven organization, and/or women's sports organization.
6. The following competencies are a plus: self-awareness, builds relationships, collaboration, empowers others, inspires trust.

Interested candidates should send their resume, letter of interest, and the names and contact information of at least three references to the BAWSI Search Committee via apply@bawsi.org. Nominations are encouraged and should be sent to the same email address. Requests for confidentiality will be honored. For full consideration, candidates should submit their materials no later than March 15, 2023. Desired appointment date for the position is June 2023. A full background check will be performed prior to the start of employment.

BAWSI is an equal opportunity employer to all regardless of race, color, national origin, ancestry, sex, marital status, disability, religious or political affiliation, actual or perceived gender identity, age, or sexual-orientation. BAWSI is committed to providing our staff and the children we serve with a safe work environment and supporting collective health. As such, BAWSI requires confidential proof of completed COVID-19 vaccination, including eligible booster(s) for all employees (with the exception of reasonable accommodations due to medical or religious beliefs).

*"Girls" refers to gender-expansive youth (cis girls, trans girls, non-binary youth, gender non-conforming youth, gender queer youth and any girl-identified youth).