



OUR MISSION: The Autism Society of the Mahoning Valley (ASMV) was founded by local families in 1989 to support families in Mahoning, Trumbull and Columbiana counties. Its mission is to create connections, empowering everyone in the Autism community with the resources needed to live fully.

Executive Director Job Description

The Autism Society of Mahoning Valley (ASMV) is an affiliate of the Autism Society of America, the largest and oldest grassroots Autism organization. ASMV's mission is to create connections, empower everyone in the Autism community with the resources needed to live fully and serve Columbiana, Mahoning, and Trumbull counties in Ohio. Founded in 1989 by parents of children with Autism, the organization began as a means for parents to exchange information and advocate for improved services for their children.

Today, ASMV has a budget of \$180,000 and 200 volunteers and provides support, education, skills enhancement, inclusive events, support, and advocacy. Key programs include information and referral, Family Outings, Camp F.R.I.E.N.D., Social Connections Teen and Adult Group, Moms Night Out, support groups, seasonal events, and mini-grant programs. ASMV also hosts the annual Mahoning Valley Warrior event to raise funds for local programs and celebrate local Autism families. With the growth of the organization comes the opportunity to add staff.

Executive Director, Autism Society of Mahoning Valley, Canfield, Ohio

The Autism Society of Mahoning Valley is seeking a dynamic, collaborative, and experienced leader to partner with the Board of Directors to implement the priorities of our current strategic plan:

- Provide high-quality, sustainable programs and services closely aligned with the ASMV mission.
- Maintain existing partnerships and seek new partnerships that increase program impact, financial support, and community visibility.
- Maintain financial strength and sustainability through program revenue growth, enhanced fundraising activity, careful risk management, and ongoing accountability.
- Increase our public visibility and the community's understanding of our services and impact.
- Develop and maintain strong board leadership and a high-performing workforce.

The ED will work with the Board of Directors to develop strategies for achieving organizational performance goals, emphasizing service quality and long-term financial stability.

Key responsibilities include:

Vision and Strategy

- Align the organization around a compelling vision that will attract human and financial resources to support our work in partnership with the board and staff.
- Ensure that the Autism Society's mission and core values are upheld. This will give the organization a compass to guide us toward its vision.
- Develop goals, strategies, and tactics through annual plans that provide accountability.

- Align ASMV programs and services with the priorities of the Autism Society of America.

Leadership

- Build a sense of belonging for those who have found their way to ASMV , ensuring that our organization is diverse, equitable and inclusive.
- Create a passion for the Autism Society mission with all stakeholders, encouraging them to invite others to join in our work.
- Model the leadership you want to see in others by demonstrating humility, accountability, and integrity.

Board Partnership

- Build, cultivate, and nurture a true partnership with the Board of Directors based on mutual respect and trust.
- Provide Board members with the resources, information, and training necessary to fulfill their duties and become ambassadors for ASMV.
- Actively engage with the Governance Committee to identify prospective Board members who bring the skills, attributes, and lived experience necessary for the board to be its best partner.

Management

- Build, lead, and retain an effective and diverse staff team dedicated to the Autism Society mission and with the requisite skills to be successful in their work.
- Establish effective decision-making at all levels to ensure that voices are heard and that short- and long-term goals are met.
- Ensure that ASMV is fiscally sound, that financial reporting to relevant parties is handled on time, and that financial information is communicated in a manner accessible to all.

Impact

- Oversee programs designed with a deep understanding of the individuals and families we serve that align with our mission and strategic plan.
- Regularly assess the array of programs to ensure that we adapt to our community's needs.
- Bring a spirit of innovation to the program work to pilot new ideas that could be incorporated into or will maximize existing work.

Growing Resources

- Serve as the organization's chief fundraiser, working with staff, board, and volunteers to develop and implement the annual fundraising plan.
- With an understanding that fundraising is relational, ensure that donor relations are maintained through stewardship.

The ideal candidate will embody the core values of the Autism Society and bring leadership and strategic insights to the work through the following skills and characteristics:

- Has a deep belief in and passion for the Autism Society mission.
- Has extensive experience with Autism or other developmental disabilities.
- Is a compelling communicator and storyteller.
- Has a keen understanding of the importance of listening, meeting people where they are, and engaging in meaningful dialogue with stakeholders.
- Leads and manages with intention.
- Is culturally responsive and emotionally intelligent.
- Is committed to diversity, equity, and inclusion.
- Demonstrates compassion and empathy, especially in times of crisis.
- Understands how modern technologies can be applied to solving organizational challenges.
- Leads and manages with a growth mindset, open to learning and adapting.
- Is a courageous and compassionate truth-teller.

Education and experience:

- Bachelor's degree from an accredited college or university is required; master's degree appreciated.
- Minimum of five years of experience in management, development, marketing, or related field, preferably with a nonprofit organization serving individuals with disabilities.
- Two years of leadership and supervisory experience are necessary.
- Experience working with volunteers is highly desirable.
- Must have a track record of success in developing and implementing strategic initiatives.

Job Requirements: Applicants must hold a valid driver's license and pass a pre-employment background check. This is a full-time position that requires the ability to work a flexible schedule, including evenings and weekends as necessary. Minimal travel is required.

Annual Salary: \$60,000 to \$75,000, commensurate with experience.

Application: Inquiries, referrals, and cover letters/applications may be directed in confidence via email to: info@autismmv.org. Applications will be accepted until 5 p.m. on Thursday, September 26.