



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 and 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, providing support, education, skills enhancement, inclusive events, and advocacy. Key programs include information and referral services, 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 organization's growth 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 enhance program impact, increase financial support, and enhance 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 collaborate with the Board of Directors to develop strategies for achieving organizational goals, with a focus on service quality and financial sustainability.

Key responsibilities include:

Vision and Strategy

- Align the organization around a compelling vision that attracts human and financial resources, in partnership with board and staff.
- Ensure the Autism Society's mission and values serve as a guiding compass.
- Develop goals, strategies, and annual plans that foster accountability.
- Align ASMV programs and services with the priorities of the Autism Society of America.

Leadership

- Build a sense of belonging at ASMV, promoting diversity, equity, and inclusion.
- Inspire passion for the Autism Society's mission among stakeholders.
- Model leadership grounded in humility, accountability, and integrity.

Growing Resources

- Serve as the organization's chief fundraiser, developing and executing the annual fundraising plan with staff, board, and volunteers.
- Foster long-term donor relationships through consistent stewardship.

Management

- Build and retain an effective, diverse team with the skills to advance ASMV's mission.
- Implement inclusive decision-making processes to meet short- and long-term goals.
- Ensure financial health, timely reporting, and accessible communication of financial data.

Board Partnership

- Cultivate a strong, trust-based partnership with the Board of Directors.
- Equip Board members with the tools and knowledge to fulfill their roles and advocate for ASMV.
- Partner with the Governance Committee to recruit board members with diverse skills and lived experience.

Impact

- Oversee mission-aligned programs that meet the evolving needs of our community.
- Evaluate and adapt programming regularly.
- Foster innovation by piloting ideas that enhance impact.

Advocacy and Public Policy

- Act as a visible, credible advocate for individuals with autism and their families.
- Monitor policy developments and represent ASMV at the local and state levels to drive systems change.

Affiliate Engagement

- Serve as ASMV's liaison to the Autism Society of Ohio and the Autism Society of America.
- Align local programs and strategy with affiliate standards and shared initiatives.

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's 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:

- A bachelor's degree from an accredited college or university is required; a master's degree is 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 in the office with a flexible schedule.
- Early mornings, evening hours, and weekend events often occur and are required.
- Travel outside the tri-county region is rarely 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: Hiring@autismmv.org. Applications will be accepted until 5 p.m. on Tuesday, August 5.