



EXECUTIVE DIRECTOR POSITION

The National Senior Citizens Law Center seeks to hire a new Executive Director with the pending retirement of its current Executive Director. This is an opportunity for a new leader to guide, challenge, and inspire a remarkable organization and staff at a time when benefits programs for low-income older adults are under attack both on federal and state levels and the senior programs we defend are in the cross hairs during debates about the deficit. The ideal candidate must demonstrate a collegial leadership style, a passion for justice, and the ability to garner resources effectively, think creatively and plan strategically. We value a genuine commitment to working for the poor or disadvantaged and an understanding of the legal services community and its contributions. The position requires a person with a sophisticated level of fundraising and management skills who can take charge of and expand the organization for the future. NSCLC has a budget of \$1.8 million, a staff of 13 and offices in Washington, DC, Oakland and Los Angeles, California.

The Executive Director can be located at any of NSCLC's offices, although Washington, D.C. is preferred. Salary will be competitive and commensurate with experience. The target start date is July 2013.

BACKGROUND

The National Senior Citizens Law Center (NSCLC) is an advocacy organization with a mission to protect the rights of low-income older adults. Since 1972, NSCLC has championed the independence and well being of low-income older adults, especially women, people of color and other disadvantaged minorities. Through advocacy, litigation and the education and counseling of local advocates, NSCLC staff work tirelessly to preserve and strengthen programs like Medicaid, Medicare, Social Security and Supplemental Security Income – programs that allow older adults to live free from the worry that poverty or the lack of health care can bring.

To achieve our objectives, NSCLC regularly uses administrative advocacy providing information, policy insight and guidance to federal and state agencies on emerging issues. NSCLC selectively employs litigation, often in collaboration with other national or state-based consumer and legal organizations or with pro-bono counsel from leading national law firms. The organization has a proud record of accomplishment, having secured systemic changes that affected the lives of millions of low-income older adults.

PROGRAM PRIORITIES

NSCLC has two core program areas which focus on securing essential health and economic security benefits for seniors. By providing trainings, educational materials and case consultations to those serving seniors directly, we both advance our mission of helping seniors gain access to important benefits and learn about ways those programs need to be improved to fulfill their promise. We use the information we learn from local advocates to develop agendas for advocacy with state and federal agencies and, when necessary, litigation.

Our health team has expertise in Medicare, Medicaid and long-term services and supports and focuses its advocacy on improving care for dual eligibles (those with Medicare and Medicaid), decreasing health disparities and increasing access to home and community based services.

Our economic security team has expertise in Social Security and Supplemental Security Income (SSI) benefits and focuses its advocacy on improving the Social Security and SSI application and appeals process, increasing access to programs for limited English proficient beneficiaries and promoting opportunities to address the adequacy of the SSI benefit.

CURRENT ORGANIZATION: GOVERNANCE AND MANAGEMENT

NSCLC is governed by a 15-member Board of Directors drawn from private law firms, legal services organizations, corporations and academic, advocacy and consumer organizations.

The Executive Director reports to the Board of Directors and is responsible for the overall management of NSCLC. A Deputy Director currently assists the ED in all management areas.

In addition to the Executive Director, current staff includes seven attorneys, a Finance and Administration Director, a Development Director, a Communications Director and two administrative support positions.

THE CHALLENGES FOR THE NEW EXECUTIVE DIRECTOR

The new Executive Director will be taking over the organization at a critical time when the White House, Congress, governors and state legislatures are seriously discussing the issues of access to health care and economic security for older Americans. Health services for older persons and people with disabilities constitute the most costly segment of public social insurance, making them particularly vulnerable to budget cuts. The future financial solvency of Social Security and SSI has been called into question. The new Executive Director has a unique opportunity to influence this debate and its consequences for low-income older adults.

The Board has established the following goals for the new Executive Director:

- Increase and diversify the organization's sources of revenue. NSCLC has enjoyed productive relationships with numerous foundations. The new Executive Director will be expected to maintain these relationships and to expand the revenue base of the organization.
- Initiate a strategy for increasing individual contributions and other sources of unrestricted revenue.
- Continue to increase NSCLC's visibility and strengthen and expand existing relationships with other advocacy organizations and key policymakers.
- Play a major role in influencing public policy related to emerging issues in healthcare and economic security for older Americans.
- Serve as the primary spokesperson for the organization.

THE IDEAL CANDIDATE

This role demands an array of skills in leadership, non-profit management, and advocacy. While no one person will possess all of the qualities and experiences described below, the following personal and professional characteristics are highly desirable:

Personal Qualities

- A passionate commitment to assuring access to health and economic security for older low-income people.
- A firm grasp of the principles and practices involved in effective leadership and management of a nonprofit advocacy organization. Specifically, we value a collegial leadership style that is transparent and consultative, engages the support and talents of the staff, leads by example and encourages staff buy-in of desired outcomes.
- A demonstrated ability to think strategically and opportunistically.
- Strong written and oral communications skills and an ability to articulate a vision of justice for older Americans that is compelling to potential donors, partners in advocacy and government policymakers.
- Strong management and public relations skills.
- Experience with and affinity for private donor and foundation fundraising.
- An entrepreneurial temperament that seeks new opportunities and flourishes in a changing environment.
- An ability to put the good of the organization first, encourage and respect criticism and share credit for achievements generously.

Professional Experience and Education

- Knowledge of and experience in setting organizational strategy and serving as a spokesperson for an organization.
- Knowledge of elder law and/or public policy related to low-income older adults is preferred, but not required.
- A demonstrated track record of working effectively to achieve desired results with and through others.
- Successful experience working with a volunteer board of directors.
- Demonstrated record of successful fundraising.
- A history of successful working relationships with key figures in a public policy environment.
- A track record of leading and developing a dedicated, creative and diverse staff.
- A JD is preferred but not required.

For more detailed information on the National Senior Citizens Law Center, please consult its website at www.nsclc.org.

APPLICATION PROCESS

Email cover letter, resume as well as current and preferred salary requirements to Tom Smith at TSmith@nsclc.org. All applications should be submitted by March 15, 2013. While late applications will be considered to the extent that the application process remains open, we intend to begin interviewing in March. Related inquiries should also be directed to Tom Smith.

The National Senior Citizens Law Center is an equal opportunity/affirmative action employer. NSCLC particularly encourages applications from members of minority groups, women, and others whose backgrounds may contribute to more effective representation of low-income and underserved communities.