

## EXECUTIVE DIRECTOR SEARCH

### FAIR HOUSING COUNCIL OF METROPOLITAN MEMPHIS

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#### Summary of position

To combat the history of public and private policies and practices which have led to high degrees of segregation and discriminatory practices against vulnerable populations in Metropolitan Memphis, the National Fair Housing Alliance (NFHA) is establishing a new full-service private non-profit fair housing organization, the Fair Housing Council of Metropolitan Memphis (FHCMM). NFHA is seeking an Executive Director who will help create this organization and lead it in becoming a voice for the victims of housing discrimination in Metropolitan Memphis.

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#### Qualifications

##### Required

- Demonstrated commitment to equal rights;
- Bachelor's degree in relevant field;
- 3 – 5 years' experience in a supervisory role at a non-profit agency;
- Excellent written and verbal communication skills with the ability to share information clearly, concisely, and effectively;
- Superior organizing skills and leadership;
- Ability to access, read, analyze documents, federal and state fair housing statutes and regulations, and court cases.
- Ability to read and analyze financial reports.
- Must be able to write monthly/quarterly reports, business correspondence and other organization materials.
- Ability to present information clearly and effectively and respond to inquiries and commentary from the Board of Directors, housing advocacy and consumer groups, housing industry organizations, members of the public and private sector, and the public.

##### Preferred

- Advanced degree in law, social work, or relevant field and work experience;
- Experience in housing and/or civil rights;
- Clear understanding of and ability to adapt to Tennessee and Metropolitan Memphis' cultural and political landscape;
- Track record of developing and implementing equitable solutions to problems faced by historically marginalized communities;
- Commitment to creating organizational culture aligned with civil rights and social justice advocacy;
- Fundraising experience, including grant research and writing, donor cultivation, and managing relationships with philanthropic funders;

## Compensation and benefits

Salary: \$80,000 – \$100,000/year DOE for 40 hour per week schedule.

Benefits include health, vision, and dental insurance; paid annual and personal leave; and paid holidays.

## To apply

Email a copy of your resume and cover letter to [ekemple@nationalfairhousing.org](mailto:ekemple@nationalfairhousing.org) with the subject line: Executive Director Search.

Applications will be accepted until the position is filled. However, interviews will start on or after January 22, 2024.

The National Fair Housing Alliance is an equal employment opportunity employer.