



EXECUTIVE DIRECTOR



APPLY NOW

ABOUT THE ORGANIZATION

Cascade Bicycle Club (Cascade), is the nation's largest statewide bicycle nonprofit with more than 10,000-members, and 50 years of history, serving bike riders of all ages and abilities throughout Washington state. Cascade teaches the joys of bicycling, advocates for safe places to ride, and produces community rides and events. Cascade's signature programs include the Seattle-to-Portland Ride, advocacy for connected trail networks and on-street bike networks in Seattle and across the Puget Sound region, the Advocacy Leadership Institute, Free Group Rides, Adult Maintenance and Riding Classes, Let's Go, and the Major Taylor Project.

Cascade builds community and transforms lives by connecting and supporting members, volunteers, and the larger community to bicycling and all of its benefits. In 2020, in response to the pandemic and emerging community needs, Cascade expanded its programs to include food delivery for community service organizations.

Washington Bikes (WA Bikes) grows bicycling across the state of Washington every day. WA Bikes advocates for bicyclists' rights, endorses political candidates, and holds officials accountable at every level of government, working with them to shape the policies that will make bicycling a safe, accessible form of transportation, travel, and recreation. WA Bikes' efforts increase funding to build and maintain bicycle facilities, provide tools for local advocates to improve their communities, and promote the health, safety, and economic benefits of bicycling. WA Bikes' work and that of many partner organizations means more people biking all across Washington, the #1 Bicycle Friendly State in America since 2008 according to the League of American Bicyclists.

Cascade Bicycle Club and WA Bikes value:

- Equity - We lead with a racial equity lens to eliminate inequities in community health outcomes and in mobility and transportation access. Bicycles are the primary tool for liberation.
- Environmental Sustainability - The bicycle is a tool to disrupt systems that contribute to the climate crisis. We make decisions based on environmental impact.
- Community - We create opportunities for people to come together by removing barriers and fostering a sense of belonging. Bicycles are an integral part of creating connected, equitable and thriving communities.
- Safety - Safety is a right; we champion spaces that foster physical and emotional wellbeing.
- Collaboration - We share power, resources, and knowledge as a means to enrich lives and form mutually beneficial partnerships. We celebrate the existing strengths of our partners and participants and seek to be an accessible asset for others.

For a detailed description of the organizations and their programs, please visit <http://www.cascade.org> and <http://www.wabikes.org>



THE POSITION

Reporting to a fourteen (14) member Board of Directors, the Executive Director (ED) holds overall responsibility for Cascade and WA Bikes operations and organizational performance. In collaboration with staff, more specific areas of accountability include fundraising and financial performance and viability; budgeting and financial management; external relations; strategic planning; organizational development; board relations and governance; human resources; and staff leadership, management, and development. Cascade and WA Bikes are seeking a dynamic individual to lead their next chapter. For Cascade, this includes engaging internal and external stakeholders, developing new programs and business plans to diversify its portfolio, extend its reach, and further serve the community with an emphasis on providing access and services to underserved and represented populations throughout Washington. For WA Bikes, this includes guiding statewide advocacy developments, building a stronger fundraising base, and further developing racial equity analysis of political endorsements, legislative priorities, and other 501(c)4 advocacy efforts.

Cascade/WA Bikes is forecasting \$2.5M in revenue for 2021 and there are twenty-three (23) FT, ten+ (10+) PT and seasonal staff positions, plus contractors. In addition, Cascade/WA Bikes enjoy the on-going support and commitment from over 900 volunteers. The ED position presently has seven (7) direct reports: Events and Rides Community Director, Education Director, Policy Director, Director of Development & Partnerships, Communications and Marketing Director, Finance Director, and Technology Manager.

AREAS OF FOCUS AND ACCOUNTABILITY FOR THE NEW EXECUTIVE DIRECTOR

- Collaborate with staff and board to grow Cascade's and WA Bikes' public profile with the health and mobility communities, intersecting social justice organizations, elected and appointed officials and policy makers, philanthropic community, and other potential supporters statewide.
- Develop and implement a comprehensive fundraising strategy designed to diversify and increase unrestricted funding sources, notably from individual donors, leading to a sustainable balance of earned (rides, events, and contracts) and contributed income.
- Together with the Board, staff, and community stakeholders, develop and implement a strategic plan that includes clear, realistic, and compelling goals and incorporates racial equity in all elements and considers interlocking forms of oppression, including sexism, heterosexism, classism, and ableism.
- Work with the Cascade events team to rebuild a post-COVID calendar of rides that honors and grows flagship events like the Seattle-to-Portland Ride while adding events that leverage Cascade's points-of-entry into cycling for people of all ages and are designed to attract, engage, and retain a broad, diverse community of riders throughout Washington state.
- Partner with the policy team to identify and clearly articulate advocacy priorities for the coming years that link to the organizations' Racial Equity Plan and align with the organizations' mission.
- Cultivate and build upon a unifying culture that attracts, motivates, and retains a diverse team of top quality staff, consultants, and volunteers.
- Work closely with development staff to execute fundraising and marketing plans, including participation in donor cultivation and stewardship, making asks, reviewing grants, and correspondence.
- Develop, support, and implement policies and procedures both internally and externally that center communities most impacted by structural racism and transportation inequities.
- In partnership with board leadership, identify and recruit prospective board members who add skills, experience, and perspective, diversify the existing group of board members, and are eager and enthusiastic about stewarding the organizations' missions.

LEADERSHIP ABILITIES

Candidates will be evaluated on the full range of their lived and learned experience, professional background, volunteer experience, and direct and transferable skills. Cascade/WA Bikes is seeking candidates with a compelling combination of demonstrated experience and skills in some, or all, of the following areas:

- Experience serving as a CEO, Executive Director or senior staff member of an organization, division, or department (not necessarily in a traditional public policy, advocacy, or nonprofit organization).
- Exposure to fundraising, social sector or nonprofit services, public policy advocacy work, and legislative relations – which may come from board, volunteer, or staff service – are a plus.
- High emotional and social intelligence. Able to build and cultivate internal and external relations to increase organizational capacity, capabilities, reach, and positive impact.



COMMITMENT TO:

- Bicycling and for growing the influence and impact of the organizations' missions
- Dynamic, engaging, thoughtful, and inclusive leadership and collective decision-making.
- Transparent, clear, and mindful communications.
- The shared mission of Cascade/WA Bikes, passion for mobility and health justice, and its intersection with other social justice movements.
- Collaborate and share information and resources to benefit the greater community.
- Steward Cascade's/WA Bikes' mission. Inform organizational vision, strategic plan, and engage staff and stakeholders for effective implementation.



ABILITY TO:

- Model and champion a culture grounded in trust, joy, transparency and accountability devoted to the practices that further diversity, racial equity, and inclusion.
- Effectively recruit, manage, motivate, and mentor high caliber staff.
- Build and sustain trusting and collaborative relationships with key individuals, constituencies, partner organizations, diverse communities, and cultures.
- Oversee the effective and efficient management of the organizations' financial resources ensuring their fiscal stability and long-term sustainability.
- Develop, track, and manage a nonprofit budget that includes restricted giving or grants, and the flexibility to plan for and effectively address unanticipated changes in the funding environment.
- Develop and maintain a working knowledge of how the social determinants of health, particularly in mobility, transportation, physical activity, and the environment, affect communities of color in the region to inform the organizations' strategic goals and plans.
- Inspire collaboration and teamwork and motivate a team.
- Exercise independent initiative and judgment.
- Hold and articulate a bold vision for our community and create paths to realize it.
- Understand the difference between a c3 and a c4 organization and how to operate both in a fully compliant manner.
- Communicate effectively with all key stakeholders, building understanding and support.
- Be the face of Cascade/WA Bikes. Engage a variety of audiences as a persuasive, passionate, and effective public speaker.





TO BE CONSIDERED

COMPENSATION AND BENEFITS

This position is **full-time exempt**. Employees are currently working remotely due to the COVID-19 pandemic. When it is safe to do so, the organization will resume operations out of its office in Magnuson Park. Some weekend and evening work may be required. Typical weekly hours for this position are 50-60.

Commensurate with the experience and qualifications of the selected candidate, the salary ranges from **\$110,000 to \$130,000** per annum together with a competitive benefits package.

Cascade offers a robust benefits package, which includes:

- Employer sponsored health, dental, and vision insurance
- Optional short-term disability, long-term disability, and life insurance coverage
- 160 hours of paid time off front-loaded annually + 12 paid sick days + 12 paid federal holidays
- Comp time / flexible schedule available
- Office-wide paid winter recess between December 25 and January 1
- Free entry and guest pass on most Cascade rides
- Beautiful open office workspace with fresh airflow and bright natural lighting (currently closed due to the King County Phase protocol).
- Option to sit or stand with individual, adjustable motorized desks, pending a return to the office.

This role will remain open until filled. Candidate materials are reviewed on an on-going basis and initial interviews will begin by late April. Priority deadline: May 21, 2021.

To be considered please submit a resume and cover letter (***in a single Word or PDF document***) addressed to the Search Committee [here](#).

You may direct questions or make referrals to Mr. Ed Rogan or Mrs. Amy Burton at Valtas Group. Ed can be reached at ed@valtasgroup.com or 206.697.8428 and Amy can be reached at amy@valtasgroup.com or 206.718.5122.

Cascade Bicycle Club and WA Bikes are on a journey to becoming an anti-racist organization. We strongly encourage applications from people who have historically been underrepresented in the bicycle industry, advocacy, and nonprofit work.

Cascade and WA Bikes are an Equal Opportunity Employer and is committed to diversity, racial equity, and inclusion. The organizations do not discriminate on the basis of race, color, national origin, ancestry, sex, sexual orientation, gender identity or expression, religion, age, pregnancy, disability, work-related injury, covered veteran status, political ideology, genetic information, marital status, record of arrest or conviction, or any other factor that the law protects from employment discrimination. We strive to have a diverse board, staff, and volunteer base that is reflective of the communities we serve. This position is subject to reference checks and the completion of a background check. Cascade will consider qualified applicants for employment pursuant to the Seattle Fair Chance Employment Ordinance and Washington State Fair Chance Act.





ABOUT VALTAS GROUP

We are proud of our work as Interim Executive Directors, supporting our clients in times of transition. Our deep experience helps organizations navigate uncertainty during leadership change. We lead the search process in partnership with the board and staff leadership, as consultants for recruiting and search to support your organization as you identify the ideal Executive Director or leader for your future. We partner with board members and senior nonprofit leaders on a variety of strategic consulting assignments.

Valtas Group has a variety of comprehensive resources to guide your transition needs. Contact us to learn about our executive interim and placement services and keep your organization moving during any transition or major change.

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