



Job Announcement

Executive Director Gateway Community Development Corporation (Gateway CDC) Prince George's County, MD

Gateway CDC Mission and Vision

Gateway CDC, a membership organization, seeks to revitalize the three municipalities of Mount Rainier, Brentwood and North Brentwood to create a healthy, safe, attractive, vibrant and well-educated community enriched by the presence of artists and arts organizations, where diversity and environmental stewardship is embraced as an asset. Gateway CDC uses civic engagement, arts resources and leveraged partnerships to advance commercial and residential development and expand programs and services to residents and business owners in our communities.

Gateway CDC is a 501(c)(3) nonprofit community organization formed in 1998 by the residents of North Brentwood, Brentwood, and Mount Rainier – three diverse municipalities bordering Washington, D.C., in Prince George's County, Maryland. Recognizing that they are more effective directing change with combined resources and a shared vision, these municipalities devised a joint revitalization strategy that promotes their strongest asset – the high number of artists and arts organizations in the community.

Gateway CDC was launched by a coalition of artists, residents, business owners, government agencies and elected officials who laid the groundwork for the development of the Gateway Arts District, a \$70 million development initiative along US Route 1 (Rhode Island Avenue). The Gateway Arts and Entertainment District is using the construction of arts facilities to stimulate economic development along an inner-beltway commercial strip, which stretches for two miles along US Route 1 in Prince George's County between Mount Rainier and Hyattsville, Maryland. Gateway CDC and Hyattsville CDC lead the initiatives and serve the four municipalities that comprise the Gateway Arts District.

Gateway CDC has nearly completed its first phase of arts-related development by establishing anchor projects along the US Route 1 corridor. Three artist live-work facilities (The ArtSpace/Mount Rainier Artists' Lofts and two Housing Initiatives Partnership (HIP) artist housing projects in Mount Rainier and Hyattsville) provide 150 units of affordable housing and attract artists committed to community service. The Prince George's African-American History Museum & Cultural Center at North Brentwood (to break ground in 2010) will document the contributions of African Americans in Prince George's County while celebrating the history of North Brentwood, the oldest incorporated black municipality in the county.

World Arts Focus at Joe's Movement Emporium serves as Mt. Rainier's hub for dance and performance and the Brentwood Arts Center will provide workspace for visual artists and will house the Maryland-National Capital Parks and Planning Commission, Prince Georges County, Division of Arts & Cultural Heritage. Galleries, studios and performance space that augment existing arts activity include Artmosphere Cafe, Red Dirt Studio, The Washington Glass School & Studio, and H & F Fine Arts Gallery.

Strategic and Diplomatic Staff Leader

The new executive director will be joining the organization at the beginning of a new phase of community revitalization. Future priorities include business development along the US Route 1 corridor, strengthening of the core anchor projects, residential solutions to reducing energy consumption and greening of our communities and re-energized citizen engagement in the organization.

The executive director will be charged with securing funding and leading and managing the staff to realize the vision of Gateway CDC and to achieve the programmatic directions set by the board of directors. The executive director is responsible for the development and implementation of the new strategic plan for 2009-2013.

The Gateway CDC executive director must be an experienced fundraiser, diplomat and collaborator with government and other non-profit organizations. Gateway's success is dependent on effective partnerships and the executive director is a key ambassador at the core of these relationships.

The Executive Director Position and Key Qualifications

Reporting to the president, the executive director is generally responsible for the following:

- ensuring the growth and effective management of the organization's financial resources.
- providing executive leadership within the organization and managing its day-to-day operations by overseeing or providing management of all staff and providing counsel and support to the president and volunteer leaders.
- sustaining Gateway CDC as a reputable, thriving organization with great integrity, and maintaining its legal compliance.
- facilitating a strong working relationship with the board of directors and its sub-committees.

Ideal candidates for this position will thrive on being a team manager and consensus builder and share a deep commitment to the organization's core operating values and mission. The candidate will bring a variety of experiences and attributes to the organization including, but not limited to, the following:

- proven track record in raising general operating and programmatic grants from foundation, corporate and government sources and knowledge of principles of membership programs and individual giving. Capital campaign experience is a plus.
- experience investing in nonprofit organization capacity, including management practices and systems, financial planning and management, and strategic human resources development to support organizational growth.
- ability to prepare and manage budgets.
- record of communications and marketing skills utilizing online communications, news media and grassroots spokespersons.
- strategic planning experience.
- proven and confident leader/manager with experience in building a strong organization and effectively leading through growth and change.
- record of developing and engaging a strong nonprofit board of directors comprised of diverse community leaders and resources.
- conflict resolution and negotiation skills and the ability to facilitate creative and positive problem solving.
- demonstrated networking skills and the ability to sustain and build partnerships and collaborations with a wide variety of stakeholders.
- strong analytical and planning skills.
- advanced written and oral communication skills.

It would be helpful for the new executive director to have first-hand experience in one or more of the following:

- management of arts, community development, environment or education organizations.
- working with county, state and federal grant making entities.

- the demographics and government of Prince George's County, MD.
- grassroots organizing.

Candidates should possess the following qualifications:

Bachelor's degree from accredited institution and/or seven to ten years of organizational management experience, at least three with fundraising/development duties required.

The position is open to all qualified applicants regardless of race, ethnicity and national origin, age, gender, physical ability, sexual orientation, gender identity, HIV status, and religious affiliation.

Compensation will be commensurate with experience. Ideally, the new executive director would be available to assume responsibilities for this full-time position by October 1, 2008.

The executive director position will operate from Gateway CDC offices at 4102 Webster Street, North Brentwood, MD 20722.

Application Process

To apply, send resume and cover letter stating salary requirements to:

GatewayCDCSearch@gmail.com

E-mail applications only, please. Application deadline: August 1, 2008.