

## MANAGING DIRECTOR

**Be a part of the best with Lassiter & Associates. We are searching for a dedicated individual who will serve as managing director for our clients and firm projects. The individual will provide the highest levels of quality, service, reliability and value to both clients and Lassiter & Associates. Join an organization that is growing and looking for a strong colleague who wants to grow with us.**

If you have an entrepreneurial spirit and like to lead diverse teams, have a commitment to entrepreneurship, nonprofit philanthropic growth and diversity, a drive for social change, and possess a strong sense of personal responsibility for results; then this position is the one you have been searching for.

### SUMMARY DESCRIPTION

- Manages day to day firm operations including managing internal staff and contractors, vendors toward success aligned with Lassiter's brand and strategic objectives.
- Manages client relationships with an eye on entrepreneurial growth and client satisfaction.
- Provides and ensures excellent delivery of consultant services, in partnership with our clients, our staff and partners. The client services may include:
  - Develops and facilitates organizational strategic planning.
  - Designs, oversees and implements a full range of marketing and communications and fundraising activities for clients.
  - Assists clients in creating and executing long-range development activities to meet clients' marketing and communications, including public relations initiatives, and to meet fundraising objectives.
  - Analyzes, reports, and enhances the effectiveness of client development activities through creation of comprehensive plans.
  - Brings project management services for team-oriented assignments
  - Provides and supports clients via trainings and coaching sessions
- Delivers services consistently within Lassiter's brand and core values: value, reliability, quality, and service

### Requirements:

- Ideal candidate possesses 10 plus years of progressively responsible fundraising experience.
- Minimum 5 years of leadership and management fundraising, development and operations experience in non-profit organization(s) and or consulting experience.
- Strong executive presence.
- Embraces entrepreneurial thinking and planning
- Excellent track record of oral and written communications.
- Must have ability to travel and own transportation.
- Strong knowledge of Microsoft Office Suite applications.
- Working knowledge of CRM databases (salesforce, etc.)
- Bachelor's degree is required from an accredited, not-for-profit institution. Advance or business degree preferred. Degrees in English and Business preferred.

Please send cover letter and resume to Valeria Lassiter at [vlassiter@lassiterassociates.org](mailto:vlassiter@lassiterassociates.org). Please no telephone calls.

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