



Executive Director, Literacy Coalition of the Permian Basin

Job Summary

Come learn more about an exciting nonprofit leadership opportunity in Midland, Texas, **where people flourish above, oil flows below, and the world is just an hour away!**

A recognized and research-driven literacy coalition dedicated to promoting increased literacy among people of all ages seeks an Executive Director.

The **Literacy Coalition of the Permian Basin seeks an Executive Director** to lead the organization in promoting literacy and educational initiatives within the Permian Basin community. This dynamic individual will oversee program development, uphold financial responsibility, track and report on outcomes, foster community engagement, and ensure operational excellence. The Executive Director will collaborate with stakeholders, staff, and the board to engage in fundraising and partnership building to expand the Coalition's reach and impact.

Overview of the Literacy Coalition of the Permian Basin and Midland, Texas

Since 2002, Midland has invested over \$187 million to drive economic development, transforming the city with cutting-edge infrastructure, booming business parks, healthcare investments, quality of life initiatives, and leading educational programs.

Boasting the fifth largest GDP per capita in Texas, Midland is home to a thriving economy not just powered by oil but also a number of other industries and opportunities. With state-of-the-art facilities like the Spaceport Business Park and a strategic focus on future industries, Midland offers an unparalleled quality of life and career opportunities.

Established in June 2021, the Literacy Coalition of the Permian Basin (LCPB) serves 22 counties across New Mexico and Texas. In addition to connecting thousands of students to family and adult literacy programs through its membership program, the LCPB operates several initiatives that address widespread illiteracy. Recognizing that 90% of brain development occurs between birth and age five, the LCPB partners with six Permian Basin hospitals through its POWER program. This program ensures that every new mother is given a POWER bag containing an informational pamphlet, baby books, and a toy.

The LCPB's most recent program, Turn the Page, offers literacy testing to provide improved guidance for individuals interfacing with the judicial system. They also supply ESL classes for those working to improve their understanding of the English Language. Additionally, the LCPB distributes thousands of books each year through partnerships with food security programs like the West Texas Food Bank.

The LCPB supports the literacy work of other organizations through its Sub-Grant program and has awarded over \$140,000 to institutions dedicated to enhancing literacy education.



To date, the LCPB has served 8,378 adult students, packed 11,800 POWER bags, distributed over 20,000 books, made 71 referrals through the Turn the Page initiative, and provides its 200+ members with vital literacy assessment tools, curriculum materials, professional development, and more.

The Coalition currently employs a staff of four: one Program Director, two Recruitment and Outreach Coordinators, and one Executive Assistant.

The Ideal Candidate

The Literacy Coalition's ideal candidate for Executive Director is a seasoned and visionary leader who has a passion for publicly promoting literacy and education. They possess hands on experience in successful nonprofit management, strategic planning, fundraising and donor relations, reporting, and developing literacy education programs. An understanding of regional and national literacy challenges, as well as opportunities to overcome them, is ideal. They demonstrate effective communication, attention to detail, and interpersonal abilities. Job responsibilities include but are not limited to:

1. Oversee and manage all daily operations of the Literacy Coalition.
2. Develop, implement, and maintain a robust and successful adult literacy training program.
3. Define, track, and report on outcome data that illustrates the impact of the Literacy Coalition's programs on its participants and graduates.
4. Cultivate and maintain a productive working relationship with the Board of Directors.
5. Design and manage effective financial strategies and resources to maintain the financial well-being of the organization. Comply with all regulatory bodies.
6. Provide fair and reasonable leadership of the Literacy Coalition staff, delegate when appropriate, and build capacity through professional development opportunities.
7. Recruit, train, and retain a strong and committed volunteer base.
8. Build a Literacy Coalition membership that offers members superior professional development and strategic networking opportunities.
9. Establish the organization as the primary literacy entity providing exemplary leadership, progressive thinking, and innovative programming in the Permian Basin.

Qualifications

- Bachelor's degree (Master's preferred) in Education or related field.
- Strong organizational, communication, and interpersonal skills.
- Passion for promoting literacy and education.
- Proven leadership experience in literacy education, preferred.
- Affinity for and understanding of the Permian Basin preferred.
- Bilingual (English and Spanish) preferred.
- Willing to live in Midland.

How To Apply

Please send resume and cover letter to literacycoalitionsearch@dinispheris.com