

Executive Director

About CLAYDD:

CLAYDD is a Non-Profit Organization committed to empowering youth with mental health struggles, special needs and foster youth. We are a group of educators, artists and healers collectively inspiring learners and organizations through educational programs centered around mindfulness, meditation and the healing qualities of clay.

Guided by core values, CLAYDD creates an inclusive, compassionate, and creative space for all. Our commitment to sustainability, accessibility, and community forms the foundation of our transformative programs.

Who We Serve:

- Children and youth ages 2-27
- Those impacted by the U.S. foster care system
- Enrollees in special educational programs
- Individuals with differences in ability/facing mental health challenges

Our Impact:

- 13 workshop sites
- Regular programming at Pasadena and Whittier High Schools
- 400 youth and 15 teachers impacted
- 400 student-created artworks and 100 community artworks showcase the transformative power of our programs.
- 3 exhibition fundraisers

Partners Include:

Santa Monica Park Community Workshop, Elysian Park Community Workshop, San Pedro High School Special Education Department, Salesian Family Centre, Whittier High School, Public Counsel, Palisades Jewish ECC, Pacific Health Clinics, No Limits, Levitt Foundation

Position Overview:

Reporting to the Board of Directors, the Executive Director will provide leadership and strategy for the organization's programming and services to the community. With limited financial resources, coming from event and exhibition fundraising, 5 part-time teaching artists and 10 volunteer board members, CLAYDD seeks a visionary leader with a deep belief in the transformational power of clay, mindfulness and community building.

Roles + Responsibilities

Organizational and Strategic Leadership:

- Work closely with the Program Director on day-to-day operations of CLAYDD, including overseeing volunteers, part-time staff, and the board.
- In collaboration with the board, lead and implement strategic plans with a long-term vision focused on growth and sustainability. Serving more students and expanding programs throughout Los Angeles.
- Provide visionary leadership to drive the organization's growth and sustainability.
- Collaborate effectively with the board of directors, providing regular updates, inspiration, and seeking guidance.

Community Engagement, Community Building, and Advocacy:

- Oversee the development and execution of integrated educational, artistic and therapeutic programs.
- Build and maintain strong relationships and collaborations with schools, educators, social justice organizations, and creative partners.
- Represent CLAYDD in public forums and advocate for mental health awareness through mindfulness, clay and advocacy .

Resource Development and Financial Management::

- Work with the Board of Directors to establish and implement fundraising strategies to secure financial resources for CLAYDD's programs and operations.
- Cultivate relationships and secure funding with donors, sponsors, and grant-making organizations.
- Oversee the budgeting process and financial management to ensure fiscal responsibility.
- Monitor and analyze financial performance against set goals.

Qualifications:

- Prior leadership experience in a non-profit, art, youth, or educational setting.
- Experience leading teams of committed volunteers, boards, and part-time teaching artists.
- A deep belief in the transformative healing power of art and mindfulness.
- Strong drive for impact and growth.
- Excellent communication and interpersonal skills, including clear communication.
- Financial savvy.
- Grant writing and fundraising experience are highly preferred.

Who we are looking for

- Visionary leader with a passion for fostering creativity, and DEAI.
- Confident in building community within art, education and mental health landscapes.
- Passionate about community building.
- High level of integrity, honesty, and professionalism.
- Strong decision-making skills and initiative.
- Adaptable, flexible, kind, and patient.
- A natural gift for fundraising and connecting people.

Transition / Onboarding:

The onboarding process for CLAYDD's new Executive Director is designed to provide a smooth transition and a deep understanding of the organization's mission, values, and operations. The incoming leader will benefit from mentorship, engage with the community, gain hands-on experience in programs, align strategically with the board, build relationships, and emphasize transparent communication. The goal is to empower the new Executive Director to lead confidently, contribute to CLAYDD's growth, and ensure a rewarding and impactful tenure.

Compensation:

This is initially a part-time (as needed) volunteer position, reflecting our commitment to building a collaborative and supportive community. With the full support of our board, the intention for the hired individual is to grow into a greater salary structure as CLAYDD expands. This is a remote part-time position, with limited weekday travel and occasional nights/weekends.

How to Apply:

Interested candidates should submit a resume, letter of interest, and three professional references to clayddcollective@gmail.com by March 1, 2024. Please also CC Adrienne Toomey, Adriannetoomey@gmail.com, and Kiavanne Williams, kiavannewilliams@gmail.com, in your application email.

Claydd is an equal opportunity employer and encourages individuals from diverse backgrounds to apply. We thank all applicants for their interest, but only those selected for an interview will be contacted.