



## Position Announcement

### Executive Director

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Oral health is vital to overall health, yet there are barriers in place, which, like locked doors, prevent people from accessing oral care. The Oral Health Progress and Equity Network (OPEN) won't stand for this failure to live up to our ideals as a nation by leaving people to suffer unjustly and unnecessarily from preventable oral health issues. Our purpose as a network is to take on America's oral health challenges so that everyone has an equitable chance to thrive. Our change agents won't stop until everyone has the keys they need to fully access good oral health.

Over the last decade, OPEN has emerged from a nationwide conversation among policymakers, providers, public health activists, and grassroots organizers who acknowledge that the system of healthcare we have in place today is not working for people's overall health and wellbeing, and that it's time to work together to build a better reality. The Network of over 2,000 change agents collaborates to work towards specific and measurable targets to achieve by the year 2020 and beyond.

### Position Summary:

OPEN, Inc., which serves as the backbone organization of the Oral Health Progress and Equity Network (OPEN), seeks an experienced professional to serve as its Executive Director. The Executive Director will serve at the pleasure of the Board of Directors (National Oral Health Connection Team) of OPEN, Inc. This executive will have full responsibility for all functions of the organization subject to the direction of the Board, including but not limited to: serving as the chief executive officer for OPEN, Inc.; providing strategic direction in order to meet fiscal, operational, and mission-based objectives as defined by the Board; providing leadership, guidance, and support to the Board; serving as a voting member of the Board and the executive committee of the Board; presenting annual budgets, business plans, and program designs that further the purpose and mission of OPEN, Inc.; seeking opportunities to expand OPEN, Inc., and position it as a strong and sustainable backbone for OPEN and a leading organization in public health; developing and cultivating relationships at the local, state, and national levels that position OPEN, Inc., for success; leading the OPEN, Inc., staff to fulfill on existing responsibilities while developing strategy and programming that furthers OPEN, Inc.'s profile and reach for the long term; providing sufficient oversight to ensure the best possible offerings furnished by OPEN, Inc.; training and developing OPEN, Inc., staff to position them for career advancement and continued professional success; and performing all other duties and responsibilities as assigned by the Board. OPEN Inc. is dedicated to eliminating racial inequities in oral health. Successful candidates will demonstrate the ability to successfully work with multicultural communities and lead a diverse team. This position will require approximately 50% travel.

### **Primary Job Responsibilities:**

The following are key roles and responsibilities of the executive director:

- Maintain OPEN's identity and credibility with OPEN members, advancing the reputation of OPEN, Inc., as a key source of support and resourcing for OPEN members.
- Build, cultivate, and expand relationships with current and new partners that translate into funding and other resource attainment.
- Be consistently available to OPEN members, OPEN, Inc., staff, and OPEN's stakeholders.
- Oversee the successful launch of OPEN, Inc.'s, social enterprise offerings and the implementation of the development strategy for public and private funding.
- Execute and support the governance structure of OPEN, Inc.
- Develop a long-term strategic plan for OPEN, Inc., as a leader in the field of public health.
- Work with the Board to develop a long-term staffing pattern and equitable hiring process
- Maintain excellent and authentic relationships with staff, the Board, OPEN members, and the broader public health and oral health fields.
- Foster a culture of continuous improvement for all OPEN, Inc., activities.
- Provide support for both virtual and in-person meetings.
- Conduct outreach to and engage with new members virtually and at in-person meetings.

### **Qualifications of the Ideal Candidate:**

The successful candidate should possess many or all of the following skills, credentials, and characteristics:

- Master's or advanced degree in a related field and at least ten years of experience in health, with demonstrated understanding of current national, state, and local health policy issues and opportunities, systems-change, network management, or similar *required*.
- Significant knowledge and understanding of the principles of health equity and social justice, and experience leading and engaging diverse audiences in conversations around these issues *required*.
- Comfort engaging with and facilitating group processes, including collaborative decision-making, conversations around race and equity, and supporting large-scale collaborative implementation efforts *required*.
- Demonstrated track record of leading a successful organization *required*.
- Comfort and experience with online platforms *required*.
- Strong reputation within OPEN, at least three years of experience in an OPEN leadership role, and a host of connections on the periphery of OPEN that can advance the progress of the network *preferred*.
- Working knowledge of social enterprises, training and consulting methodologies, and capacity building *preferred*.
- Working knowledge of training methodologies, content knowledge within the areas covered by social enterprise offerings, and identified OPEN member needs *preferred*.
- Previous experience designing and managing capacity-building programs for networks *preferred*.

- Track record of effective operational management, administrative management, and fiscal management for an organization in a leadership role.
- Extensive experience in the design and implementation of organizational strategy for public health organizations.
- Demonstrated effectiveness working with a Board of Directors.
- Experience successfully designing and implementing fundraising and resource development strategies, and comfort with building new funding relationships.
- Externally oriented, presents a strong public image, and outstanding communication skills, particularly in regards to public health content.
- Excellent presentation skills that can be used to persuasively deliver complex information to a variety of audiences in a compelling manner.
- Value-aligned with OPEN and its members.
- Commitment to health equity and social justice.
- Authentic and collaborative approach to leadership.
- Visionary and proficient in supporting teams to realize their full potential.
- Entrepreneurial, highly energetic and strategic, and able to foresee opportunities, define plans, and marshal resources to achieve goals.
- Strong listening skills.

**Salary/Benefits:**

1. Commensurate with education and experience.
2. A highly competitive benefits package is offered to all OPEN, Inc. staff.

Please send CV, cover letter, salary requirement and three professional references to: [openoralhealth@gmail.com](mailto:openoralhealth@gmail.com).

Subject line: Attn: OPEN, Inc., Executive Director

***Equal Opportunity Employer***