



EXECUTIVE DIRECTOR RECRUITMENT
SALARY RANGE—DEPENDANT UPON QUALIFICATIONS
APPOINTMENT IN MAY/JUNE 2019



***Vision:** Justice for every crime victim, every time, everywhere.*



THE MISSION

Operating as a 501(C)3 non-profit, Victim Support Services is the oldest community based advocacy agency in Washington State, VSS helps victims of crime restore their lives through empathy, advocacy, and resiliency.

The mission of Victim Support Services is to support victims of crime through advocacy, education, and awareness.

"In the midst of such pain... VSS helped us to opt for life during the new reality placed in our lives."



victimsupportservices.org

THE AGENCY

VSS currently hosts a full time staff of 13, a part time staff of 4, and over 25 volunteers who work to carry out the mission of VSS with a \$1.6m annual budget.

The agency is divided into distinct lines of service with the Statewide Crime Victim's Hotline, Volunteer group, Victim's Services including courtroom advocacy and mental health services, and a Professional Training program that helps to advance the skillset of both internal staff and other victim advocates in the region.



Empathy, Advocacy & Resiliency

THE IDEAL CANDIDATE

In this exceptional opportunity, Victim Support Services is seeking an executive director who will be primed to continue a successful transformation process underway to evolve VSS into a national leader for providing services to victims of crime. VSS is moving from a passion-driven nonprofit to a results-oriented business driven by passion.

Combined with the need to increase private donor health as a percentage of the total budget over the next three years, the ideal candidate will bring their non-profit and leadership experience to maintain a positive environment for staff, be a champion for crime victims services in Washington, and provide engaged leadership



that motivates the community and stakeholders to rally around the cause.

The ideal candidate has exceptional agency leadership & management skills, high integrity, goal and strategy implementation skills, a keen eye for identifying administrative and operational improvement opportunities, and an impressive track record of grant writing and project management. Community outreach and development experience are desired, along with a leader who understands as-



OPPORTUNITIES

Victim Support Services is an agency that is expected to continue to grow. With main offices in Everett and Oak Harbor, and Satellite offices in Covington (2017), Seattle (2018), Sedro Woolley (2018), and Bellingham, the agency is primed to provide services beyond what it has in the past. A recent unmet needs grant in the amount of \$500k allowed for the second main office to open in Oak Harbor to

serve Island County (2019).

A large portion of funding comes through State of Washington Victim of Crime Act (VOCA) grants that are fixed and programmatic in nature. This allows for opportunities for the next Executive Director to continue on a path of diversification of funding sources, while continuing managed growth to meet unmet needs of crime victims.



COMPENSATION & BENEFITS

The salary for this position is dependent upon qualifications. In addition to salary, VSS offers a competitive benefits package that includes medical, dental, and vision coverage, effective after 60 days of employment. *VSS strives to cover the majority of premiums for medical and dental coverage for full time employees. The employee portion is determined dur-*

ing each renewal period and is subject to change. Other benefits include 12 paid Holidays annually, as well as accrued vacation and sick leave.

APPLICATION & SELECTION PROCESS

The first review of resumes for this recruitment is midnight on April 15, 2019. To be considered for this opportunity, provide a cover letter, resume, and six professional references through applying via **FOUNDATIONLIST.org**: <https://goo.gl/6D9MjL>

Following the closing date, an initial phone screening of top candidates will occur, followed by in-person interviews the week of April 22 for successful candidates. Select finalists will have an opportunity to meet staff and share their leadership story. The anticipated hiring date after background and reference checks for this position is May 2019.

Inquiries regarding the position may be directed to Board President, Captain Erik Scairpon, City of Redmond Police Department. Eriks@victimsupportservices.org

pects of financial performance and viability.

Experience as an assistant executive director, or executive director with experience working with a board of directors is desirable.

Education equivalent to a bachelors degree or beyond and at least five or more years of supervisory or managerial experience and experience in social service or related field is preferred. Advanced education (MA) + experience preferred.

AGENCY HIGHLIGHTS

- 7,138 clients served through courtroom support, help with crime victim compensation benefits, media intervention, and more.
- 3,201 calls on the 24-hour statewide hotline providing crisis intervention, information, referrals, and more.
- 1,200 training participants in Core Academy and continuing education workshops.
- Provided outreach and awareness to 9,902 community members and partners.
- Trauma-informed therapy for 398 victims and/or others impacted by crime.
- 25 volunteers donated \$204,068.77 worth of services on the hotline, courtroom support, outreach, and more



AGENCY HISTORY

Victim Support Services (Families and Friends of Missing Persons and Violent Crime Victims) is the oldest victim assistance organization in Washington State, and one of the first in the nation.

Victim Support Services used to be known as *Families and Friends of Missing Persons and Violent Crime Victims*. In 2013 the organization underwent a re-branding process, and changed the name to better reflect the work the agency does.

Families and Friends was founded by Lola Linstad and Linda Barker, after the abduction and subsequent murder of Lola's 19-year old daughter, Vonnie Stuth. The Linstads were frustrated with the criminal justice process, which seemed to be more concerned with the rights of the suspect than those of the victims, and wondered how people in similar circumstances felt.

With the help of a newspaper reporter, Lola and Linda compiled a list of names and addresses of the families of missing girls and contacted them to arrange a meeting.

On February 25th, 1975, thirteen families came together in a church auditorium to share their heartbreaking experiences and to talk about their mutual concerns.

From a grassroots organization to the professional victims services organization that operates today, Victim Support Services has focused on empathy, advocacy and resiliency as the foundation for our services.



To **empathize** with the client

To **empower** lives

To **innovate** advocacy practices

To be **authentic** in thought and action