



## **QUAD Inc. Seeks Chief Executive Officer**

Apply by April 15, 2018 • [www.quadinc.org](http://www.quadinc.org)

### **The Opportunity**

Quadriplegics United Against Dependency (QUAD) Inc., based in Portland, Oregon, is a nonprofit organization dedicated to advancing the rights and independence of severely physically disabled adults who use wheelchairs through the provision of low-cost accessible housing and support services. QUAD seeks a CEO who will work collaboratively with the Board and others to shape a new strategic direction, building on past accomplishments, and position the organization for a successful future. This individual should enjoy guiding and developing a dedicated team – and focusing on and, as appropriate, rethinking management systems, structures, and approaches to help strengthen organizational effectiveness. In an increasingly challenging funding environment, QUAD's next leader should have an entrepreneurial spirit, and ability to partner with others and leverage resources, including new sources of revenue. This opportunity presents strategic, functional and organizational demands that will engage a creative and forward-thinking leader who wants to broaden QUAD's leadership role in our region and beyond.

### **About QUAD**

QUAD, founded in 1975, operates five independent living apartment buildings that serve 160 residents in the Portland metro area. We offer a system of resident-directed attendant care, which enhances opportunities for severely physically disabled adults who use wheelchairs to live independently and pursue professional, educational and personal goals. Our service model is unique, our waitlist is long, and we've received national interest in our approach and in our pioneering design for wheelchair accessibility.

QUAD has a staff team of approximately 100 and budget of \$4 million, comprised largely of federal and state revenue. Following 25 years of distinguished service, our current CEO will be retiring. The QUAD team is proud of our recent growth and achievements, and excited about the possibilities ahead.

### **The Ideal Candidate**

The QUAD CEO position requires an individual who is passionate about our mission, energized by this opportunity, and has the following profile.

#### **Capabilities and Knowledge**

- **Strategic Leadership:** Provides vision and strategic direction to the organization, working collaboratively with the QUAD Board of Directors, management, and community partners. Fosters related communications and development of shared priorities, and efforts to expand QUAD's operations and enhance performance.

- **Management and Organizational Development:** Plans and ensures sound management of QUAD operations and finances, strengthening systems and practices as needed. Sets clear direction and expectations for staff, fosters trust and a high-performing team culture, and ensures that the organization has the capacity needed to successfully deliver on its goals and commitments.
- **Partnerships and Collaboration:** Builds upon and broadens strategic partnerships, establishing and supporting shared priorities and initiatives. Works effectively with diverse stakeholders, in an open and inclusive manner. Serves as a spokesperson for QUAD, inspires others and expands the visibility of the organization.
- **Low Income Housing and the Physically Disabled:** Understands the role of low-income housing, supportive services, and related federal/state regulations in order to oversee contracting and compliance, and to skillfully navigate within the law to envision opportunities. Has the ability to understand the needs of the disabled, the housing market, and related trends and best practices.
- **Fund Development and Entrepreneurship:** Identifies, pursues and strategically diversifies funding in order to further QUAD's objectives and results. Takes initiative to develop new opportunities and improve how things are done, while respecting and building upon past efforts. Fosters buy-in to ideas and effectively follows through, in collaboration with others.

### **Experience and Education**

- A successful track record in leading an organization, particularly one in transition through change.
- Demonstrated skills in leading, mentoring and supporting staff, and building effective teams.
- A solid grasp of financial planning, management and oversight.
- Excellent interpersonal and relationship-building skills.
- Excellent communicator, who is an effective public speaker and writes well.
- Experience formulating strategies, plans, and priorities, and accomplishing these.
- Management (preferred) and compliance of HUD/LIHTC/OHCS or other publicly-funded programs.
- Experience (preferred) working with people with disabilities or as a caregiver or provider of chronic care services (e.g., for disabled, medically fragile or aging individuals).
- Nonprofit experience (preferred), including working with an engaged Board of Directors.
- Bachelor's or advanced degree in a relevant field.

### **Compensation**

Salary range of \$100,000 to \$120,000, depending on experience, plus competitive benefits. This is a full-time, exempt position.

### **How to Apply**

Please submit the following **by Sunday, April 15, 2018:**

1. A cover letter that reflects how your experience qualifies you to become the CEO of QUAD
2. A complete chronological resume

Send via email as a PDF to [CEO4QUAD@gmail.com](mailto:CEO4QUAD@gmail.com), attention QUAD Search Committee.

Please put "QUAD CEO" in the subject line. Expect an acknowledgement of receipt.

All inquiries will be handled confidentially.

QUAD values diversity and is committed to equal employment opportunity.

**For a CEO Position Description and to learn more about QUAD, please visit [www.quadinc.org](http://www.quadinc.org).**