



Empowering Communities. Changing Lives.

# TACOMA URBAN LEAGUE CEO VACANCY

**Location:** Tacoma, WA

**Deadline:** March 25, 2022

Please submit cover letter & up-to-date resume to Todd Hawkins & Adrienne Montgomery, The Hawkins Company

[TULCEO@thehawkinscompany.com](mailto:TULCEO@thehawkinscompany.com)

**The Tacoma Urban League seeks a President & Chief Executive Officer to manage and oversee the day-to-day operation of the non-profit social service agency.**

An affiliate of the National Urban League, the Tacoma Urban League (TUL) works to advance educational, economic and social progress for African Americans in the greater Tacoma Pierce County area and to promote strong, sustainable communities through advocacy, collaboration and innovation.

## ABOUT TACOMA

Just 20 minutes away from the Seattle-Tacoma International Airport, Tacoma is located on Washington's Puget Sound about 32 miles southwest of Seattle and 31 miles northeast of the state capital, Olympia. Located in Pierce County, Washington Tacoma has about 218,000 residents, according to 2019 population estimates from the U.S. Census Bureau. Tacoma is a city on the rise.

Tacoma is home to a vibrant, creative community of writers, artists and musicians, photographers, filmmakers, passionate entrepreneurs and business owners. Tacoma is experiencing unprecedented growth. Urbanites are drawn to downtown Tacoma for its competitively priced living spaces with sweeping mountain, city and water view; while families gravitate toward Tacoma's charming neighborhoods with big city amenities, include the food and nightlife scene along Pacific Avenue, 6th Avenue and in the Hilltop neighborhood. A haven for hikers, runners and cyclists, Tacoma is alive with activity from students attending the University of Washington Tacoma, the University of Puget Sound, The Evergreen State College Tacoma campus, local trade and technical colleges, and nearby Pacific Lutheran University.

Tacoma is one of the top 100 best places to live according to a 2020 report from Livability.com, a leading online journal that explores what makes small-to-medium sized cities great places to live. Tacoma is a port city with a growing aerospace scene, as well as a skilled workforce thanks largely to several colleges, universities and military installations that call this region home.

Today, Tacoma is at a critical junction as we grapple with the pressing public health, economic, and civil rights issues of our time. Tacoma Urban League needs a leader who can navigate through unanticipated obstacles, and build coalitions to support the African American community.

**DEADLINE TO APPLY:  
March 25, 2022**



# CEO RESPONSIBILITIES

The President and Chief Executive Officer serves as the chief administrator and is responsible to the Board of Directors; demonstrates the ability to develop, articulate and communicate the vision of the TUL; provides leadership to the organization, administers TUL's functions and operations; assists in the development of short- and long-range objectives; acts as principal spokesperson, generates new ideas and initiatives and leads through completion; initiates and maintains relationships with staff, board, political, corporate and community leaders; stays well-informed about issues facing the African-American and minority community; forms a disciplined approach to achieving goals and objectives; and engages in dialogue across race, gender, sexual orientation, economic, and other differences.

As the administrator of the agency, the President and Chief Executive Officer directs the day-to-day operation of the TUL; implements and administers the agency's policies and procedures; demonstrates wisdom, tact, and diplomacy in managing internal and external politics; evaluates programs and services administered by the agency; and engages multiple stakeholders in the mission, goals, and objectives of TUL.

The President and Chief Executive Officer must be proficient and excel in the areas of operating, managing, and programming in virtual and in person environments, planning, monitoring, philanthropy, fiscal administration, proposal writing, organizational skills, written and oral communication, planning and evaluation, human resource administration, community and public relations, using social media to market TUL's initiatives, programs, activities, and accomplishments, vision, advocacy, and strategic planning.

Competitive Salary, commensurate with training and experience.\*\*

## TACOMA URBAN LEAGUE SEEKS A CEO WHO:



Demonstrates a willingness to gain an understanding of the league's current advocacy, fundraising, and other processes and seek ways to manage and improve where possible.



Must be able to prove at least three years' experience working with a volunteer board, community leadership, and mobilization and collaboration efforts.



Must hold a bachelor's degree\* (master's degree preferred) in business administration, social work, public administration, or finance.



Has at least three years of senior non-profit or for-profit management experience.

\*Other disciplines may be considered based on experience and a proven track record of leadership and management in community-based organizations.

Prior experience within the Urban League Movement is desirable.



\*\*Compensation: Salary-100k Minimum (Negotiable based on qualifications), Competitive Benefits Package and Additional Total Rewards May Apply.