

Job Title	Director of Operations
Employer/ Agency	<p>United Against Human Trafficking (UAHT) has been engaged in the fight against modern day slavery since 2005. At the beginning of 2014 we embraced a new mission and 2020 vision which we believe will make a significant impact on the plight of human trafficking in the State of Texas and across the globe. One of the first manifestations of that new mission and vision was a new name for the organization. Formerly known as Houston Rescue and Restore Coalition, we are now United Against Human Trafficking.</p> <p>In the next phase of our transition UAHT is seeking a dynamic leader, to join our executive team, with experience in building and managing operational infrastructure to support the necessary growth to achieve our mission and vision. If you have experience managing and supporting a team of passionate staff and dedicated volunteers, we would like to hear from you. UAHT offers more than just a job, it's an opportunity to make a real difference! We have a flexible work environment and offer competitive benefits. As a 501(c)3 we are well respected in the U.S. and throughout Texas. We often share the spotlight with local, state, and national leadership as we partner with many agencies to combat human trafficking.</p>
Job Description	<p>Position Reporting to the Board of Directors, the Director of Operations will serve as a member of the executive team and have overall operational responsibility for UAHT's staff, budget, and infrastructure to ensure the execution of its mission. S/he will initially develop deep knowledge of field, core programs, operations, and business plans and develop a plan to build out systems and infrastructure to support our transition and growth.</p> <p>Responsibilities Leadership & Management:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ensure ongoing local programmatic excellence, rigorous program evaluation, and consistent quality of finance and administration, fundraising, communications, and systems; recommend timelines and resources needed to achieve the strategic goals. <input type="checkbox"/> Build relationships, actively engage and inspire UAHT staff, volunteers, board members, event committees, partnering organizations, and funders. <input type="checkbox"/> Develop, maintain, and support a strong Board of Directors: serve as ex-officio of each committee, seek and build board involvement with strategic direction for both ongoing local operations as well as for the national rollout. <input type="checkbox"/> Lead, coach, develop, and retain UAHT's team employees. Ensure effective systems to track scaling progress, and regularly evaluate program components, so as to measure successes that can be effectively communicated to the board, funders, and other constituents. <p>Fundraising & Communications:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Expand local revenue generating and fundraising activities to support existing program operations and regional expansion while simultaneously reducing "restricted funds." <input type="checkbox"/> Deepen and refine all aspects of communications—from web presence to external relations with the goal of creating a stronger brand.

	<input type="checkbox"/> Use external presence and relationships to identify and support new funding sources. Planning & New Business: <input type="checkbox"/> Continue to move the UAHT Re-Launch forward while building operational infrastructure to support the mission and 2020 vision. <input type="checkbox"/> Ensure the delivery of emerging next generation learning initiatives; establish relationships with new markets and new customers to expand revenue generation through education services. <input type="checkbox"/> Be an external local and national presence that publishes and communicates program results with an emphasis on the successes of the local program as a model for regional and national replication
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Qualifications	Qualifications The Director of Operations will be focused on executing the strategic plan in pursuit of achieving the mission. All candidates should have proven leadership, coaching, and relationship management experience. Concrete demonstrable experience and other qualifications include: <ul style="list-style-type: none"> <input type="checkbox"/> Advanced degree, ideally an MBA, with at least 10 years of senior management experience; track record of effectively leading and regionally and/or nationally scaling a performance- and outcomes-based organization and staff; ability to point to specific examples of having operationalized strategies that have taken an organization to the next stage of growth <input type="checkbox"/> Unwavering commitment to quality programs and data-driven program evaluation <input type="checkbox"/> Excellence in organizational management with the ability to coach staff, manage, and develop high-performance teams, and achieve strategic objectives, and manage a budget <input type="checkbox"/> Past success working with a Board of Directors with the ability to cultivate existing board member relationships <input type="checkbox"/> Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders. <input type="checkbox"/> Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills <input type="checkbox"/> Action-oriented, entrepreneurial, adaptable, and innovative approach to business planning <input type="checkbox"/> Ability to work effectively in collaboration with diverse groups of people <input type="checkbox"/> Passion, idealism, integrity, positive attitude, mission-driven, and self-directed
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Employer/Agency	United Against Human Trafficking
Address	PO Box 541184
City, State, Zip	Houston, TX 77254
Contact Person	Christopher Dobo
Telephone Number	281-781-1010



Email Address	Christopher.dobo@iongeo.com
Application Method	To apply for this position please submit a resume and cover letter to Christopher Dobo at Christopher.dobo@iongeo.com or call at 281-781-1010. All inquiries regarding the Director of Operations position will be handled by Mr. Dobo. <u>The deadline for candidates to submit applications for this position is January 15, 2015.</u>

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.

