

HARRIS RAND LUSK

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The National Alliance on Mental Illness of New York City (NAMI-NYC Metro)

CEO

Job Description

Background: The National Alliance on Mental Illness of New York City, Inc. (NAMI-NYC) is a peer-based and -led grassroots organization that helps families and individuals affected by mental illness. NAMI-NYC is the only non-profit in NYC providing direct support to family members caring for loved ones with mental illness, providing education, advocacy, and support to them as well as to individuals living with mental illness. Serving the community for over 40 years, NAMI-NYC has touched thousands of lives – including more than 20,000 individuals in 2024.

One in five Americans live with mental illness. NAMI-NYC's 32 staff members and more than 330 volunteers understand the complexity of mental health issues because they too have lived with or supported a loved one with mental illness. This experience allows the staff to convey what they have learned to those who seek out NAMI-NYC's services through peer-led evidence-based education classes for individuals, family and friends, as well as support groups on a variety of topics. Classes and support groups are available in English and Spanish and are all free of charge.

As one of the largest affiliates of the National Alliance on Mental Illness, NAMI-NYC works collaboratively with state and national affiliates, and with stakeholders in the community, to educate the public, increase awareness, advocate for legislation, reduce stigma, and improve the mental health care system. NAMI-NYC is particularly excited about their *Workplace Mental Health Initiative* which provides tailored programs to employers who want to promote their employee wellbeing in the workplace, while reducing the stigma towards mental illness. This is an innovative model that not only serves the public but generates revenue for NAMI-NYC.

Position: NAMI-NYC has experienced significant growth over the past few years and is looking for a dynamic, experienced, and entrepreneurial leader to be their next CEO. The CEO will act as the organization's chief fundraiser, external advocate, and program leader, and will oversee the organization's continued growth and programmatic expansion. The CEO will work closely with the Board ensuring sustainable growth of the organization while maintaining the high quality of its programs and services.

This is a critical, visible position requiring a genuine and first-hand understanding of mental health issues, as well as a commitment to and passion for NAMI-NYC's mission. Lived experience is critical to NAMI-NYC's success, so the ideal candidate will be a highly effective non-profit manager who knows how to inspire and lead the staff of a peer-based and -led organization. The CEO will also lead the drive to increase the organization's visibility, serving as a passionate advocate to varied constituencies and

stakeholders on behalf of NAMI-NYC and engaging the stakeholders in the importance of addressing the myriad needs of those affected by mental illness.

Responsibilities:

- Reporting to NAMI-NYC's Board of Directors, establish annual and long-range goals and implement strategies and policies to foster the growth of the organization.
- Provide hands-on strategic and operational direction and leadership in the execution of the organization's mission and implementation of its goals and objectives.
- With the Director of Development's support, advance NAMI-NYC's fundraising goals. The CEO will be tasked with cultivating and maintaining relationships with major individual donors.
- Serve as the face and voice of NAMI-NYC to successfully engage and motivate stakeholders. Represent NAMI-NYC on key local and regional task forces, commissions and other policy bodies, as appropriate.
- Oversee and ensure the organization's financial solvency, viability, and sustainability with a strong emphasis on achieving growth and expanding services.
- Prepare the organization's annual budget for approval by the Board of Directors.
- Together with the Chief Operating Officer, implement NAMI-NYC's policies, systems, and procedures to improve the overall operations and effectiveness of the organization and ensure timely and accurate management of budgets and operations data.
- Assure that the organization and its mission, programs and services are consistently presented in a strong and positive image to relevant stakeholders. Actively advocate for the organization, its beliefs, and programmatic vision.
- Promote a strong working relationship with the Board based on trust, confidence, and transparency with timely and regular communications.
- Engage and support the Board in its governance and fundraising goals by communicating opportunities, strategic choices, and the status of internal and external issues affecting the organization.
- Together with the Board and key stakeholders, extend the organization's reach into new communities by building relationships and partnerships.
- Work with the Director of Marketing and Communications to raise brand awareness, maintain consistency of messaging across all platforms and promote NAMI-NYC and its programs.
- Prioritize regular evaluation of the impact of the organization and its resources, ensuring programming, current and future, is meeting the needs of NAMI-NYC's constituency.
- Establish and maintain an environment that attracts, motivates, and retains highly qualified volunteers and staff members while championing a culture of collaboration and open communication.

Qualifications

- Minimum of ten years of demonstrated management experience in the nonprofit sector with at least seven years in a leadership position at a nonprofit with a significant budget; advanced degree in related field required.
- Entrepreneurial mindset with significant experience and track record of success in fundraising.
- Strong strategic financial and business acumen, including an understanding of operations, technology, and strategic marketing; experience in creating and managing budgets.
- Solid experience working with and supporting a board of directors, as well as experience with long-term strategic planning.

- Passionate leader who embraces transparency at all levels of the organization and has exceptional change management skills.
- Strong interpersonal skills and experience cultivating and building a team of committed and achievement-focused professionals
- Ability to interact professionally with internal and external stakeholders who have diverse backgrounds, professional skills, and perspectives.
- Superior writing and verbal communication skills that are clear, concise, structured, articulate and persuasive that will enhance organizational visibility and positioning.
- Demonstrated organizational skills; able to balance multiple priorities and meet deadlines; self-motivated and proactive.
- Ability to inspire trust, communicate objectives, and motivate staff, Board, donors, and partners.
- Highest levels of integrity and professionalism, with ability and willingness to handle sensitive and confidential situations.
- Deep, personal commitment to the mission and vision of NAMI-NYC.
- Sound judgment and a strong sense of social justice and activism.
- Strong commitment to the vision and mission of NAMI-NYC; experience working in a peer-based/peer-led organization or belief in the success of a peer-to-peer model.

This position is based in NYC with a hybrid work schedule. Salary is expected to be in the range of \$200k

NAMI-NYC is committed to equal opportunity in terms and condition of employment for all employees and job applications.

For more information on the National Alliance on Mental Illness of New York City, visit www.naminyc.org

To Apply:

NAMI-NYC has retained the services of Harris Rand Lusk to conduct this search. Inquiries, nominations, and applications may be directed in confidence to:

Elly Kirschner and Miriam Martinez, PhD - HRL Senior Directors
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Please put "NAMI-NYC" in the subject line of your emailed application, which should include your resume and cover letter describing your interest in the opportunity.