



**Executive Director
Friends of Caritas Cubana
Boston, MA**

THE SEARCH

Friends of Caritas Cubana (FCC), the primary funding organization for Cuba's highest-impact humanitarian NGO, Caritas Cuba, seeks a seasoned, engaging, and tenacious fundraiser and operations executive to take on the role of Executive Director and to sustain the organization's vital work and shape its growth. This individual will direct an organization that assumes great responsibility, expansive networks, and unparalleled reach. The incoming leader's primary task will be to continue, fortify, and expand the organization's capacity to fuel its impact and keep its promises to Caritas Cuba and the people it touches.

FCC's primary beneficiary, Caritas Cuba (Caritas), is by far the largest humanitarian and social services provider in Cuba and the only multi-service NGO with an island-wide reach. Caritas Cuba operates at an unusual level of breadth in terms of variety of services provided and populations served, addressing needs that are both acute and chronic. The need in Cuba is high. Poverty is pervasive and exacerbates the hardships experienced by those who are already marginalized, including the elderly, people with disabilities, those living with HIV/AIDS, and at-risk youth. Frequent hurricane damage has strained the island's infrastructure and has decimated the homes and resources of some of Cuba's most vulnerable communities. Caritas Cuba's services are absolutely critical.

As Caritas Cuba's primary financial supporter, Friends of Caritas Cubana is one of the few institutions in the world enabling active, on-the-ground help to those in need on the island. FCC has become an integral determinant in whether the neediest people in Cuba receive a daily nutritious meal, have day-care for their children, receive in-home care and food if they are too old or disabled to be mobile. FCC support is also critical to programs for children and young adults with autism and Down syndrome and providing mattresses to sleep on and a roof over their heads following a natural disaster. In 2017 alone, Caritas Cuba reached over 65,000 people, including over 19,000 elderly persons, 1,800 disabled children and young adults, 5,700 at-risk children and adolescents, more than 900 individuals living with HIV/AIDS, nearly 6,000 special cases, and nearly 26,000 people affected by hurricanes Irma and Matthew. Recently, supply limitations and the consequences of inflation are presenting an increasing challenge for Caritas and the impacts of their programs. While there have been reductions in the reach of some services, Caritas' dedication is undiminished.

At this important moment, the need in Cuba is rising. A combination of significantly reduced tourism due to COVID, out-of-control inflation, lack of food and medicine, and sanctions that diminished remittances has produced an economic crisis of major proportions. The demographic of the island's population is shifting drastically in age, with 20% of individuals over the age of 60, making Cuba the oldest nation in the hemisphere and amplifying its people's vulnerability. Impact from hurricanes has been catastrophic and the island can expect worsening storms in the coming years. Despite this, FCC's commitment to serving the underserved runs deep and is unwavering.

FCC bolsters Caritas Cuba in ways no one else has or can. It leverages the deeply woven fabric of the Cuban-American community and its allies in order to make this possible. Its success over the past 25 years can be traced in large measure to the agility and zeal of its volunteers and donors and their fierce sense of duty to each other and the cause. At the same time, the network of Cuban-Americans in the U.S. is powerful and has far greater potential than FCC has currently tapped.

The FCC board has launched a strategic, multi-year endeavor to ensure the long-term viability of FCC. Primary in this endeavor is an intention to reinforce and expand the organizational structure. The Executive Director's role is a fundamental pillar of that plan. Working closely with the Board Chair, Executive Committee and the Treasurer, the Executive Director will play an important role in determining how precisely FCC will go about rising to the challenges noted above. S/he will take fundraising and operational responsibility for this remarkable organization, creating a stronger, more expanded, and more robust version of itself, one with enhanced infrastructure that will enable FCC to fulfill its mission more effectively.

Friends of Caritas Cubana has an enduring relationship with Cuban and Cuban-American artists. There is a vital ecology of art that readily crosses the straits between Miami and the Island. Artists, sympathetic to FCC's mission, often donate art pieces to the organization. Cuban art has played a central role in FCC events from the very beginning. It expresses the shared culture of these communities. The organization collects art and creates exciting auctions at its events, serving both the artists and FCC. Many of FCC's donors, board members and friends have Cuban art on their walls. It has become a central part of the FCC identity. FCC considers the strategic expansion of its art collection and partnerships with new artists to be an important initiative to be spearheaded by the new Executive Director.

THE ROLE OF THE EXECUTIVE DIRECTOR: THE OPPORTUNITIES AND CHALLENGES

The Executive Director will assume operational and financial responsibility for FCC. The Board expects the ED to put the strongest focus on fundraising (with a special emphasis on event fundraising), financial operations and financial compliance. The ED will manage the small paid staff of the organization, with an eye toward improving operations, and will help organize board meetings and aid board development and governance. The volunteers and the Board, who often overlap, are essential to operational success. Other responsibilities include implementing annual direct mail appeals; organizing and executing trips to Cuba; management of overall government relations, including legal and compliance issues; and grant writing.

The Executive Director will report to the Board, take direction from the Executive Committee, and work closely with the chair of the board. S/he will also work with the 20-person board of directors. The Executive Director will provide leadership to address the following opportunities and challenges:

- ***Maintain and expand the event-based fundraising model and other development efforts. Work with local committees, expand to new cities, new age groups, and a broader base of support.***
- ***Build the organization's capacity - manage its finances, assure compliance, and create budgets to deliver expanded and simplified support to Caritas Cuba with greater operational efficiency and ease.***
- ***Maintain and strengthen the organization's relationships with key entities, including the archdioceses of Havana and Boston and other major business and civic leaders.***
- ***Support an expanded Board of Directors.***
- ***Engage with contemporary Cuba, travel to Cuba, follow its affairs and its relationship to the United States.***

QUALIFICATIONS & EXPERIENCE

Friends of Caritas Cubana seeks a steadfast, proven organizational leader who will build upon the organization's strong foundation to create a more effective, professional, and sustainable enterprise. S/he will come equipped with proven financial expertise, including P&L experience, as well as administrative and management experience. S/he will have a demonstrated record of commitment to humanitarian causes and of direct service to the disadvantaged, and of fundraising in support of such activities.

The Board of Directors and the Search Committee are open to a variety of professional backgrounds in candidates and expect that the new Executive Director will bring many of the following skills, experiences, and personal qualities, understanding that no single candidate will have all the ideal qualifications:

- Significant financial and managerial experience and proven ability to manage teams of staff and indirectly manage multiple stakeholder groups, both internal and external;
- A strong record of envisioning, designing, and successfully implementing smart, strategic, and sustainable fundraising initiatives, with a focus on events, direct marketing, and major gift development;
- A natural affinity for relationship building and broad network engagement;
- A consummate professional who fully appreciates the importance of sound judgment and discretion;
- A demonstrated commitment to doing philanthropic or humanitarian work of some variety, including but not limited to international humanitarian work;
- Highly refined relationship management skills and the ability to navigate complex stakeholder relationships across domestic and international contexts;
- A proven record of success in board-building and support;
- The capacity to represent FCC compellingly to donors, government officials, and the wider public;
- Experience with and/or appreciation of non-profit organizations, their culture, and the broader conditions under which they operate;
- Ability and willingness to travel frequently, including to Cuba multiple times per year;
- Excellent writing skills are essential;
- Spanish language proficiency is highly desirable;
- Live within reasonable driving distance of one of FCC's major markets with a local committee (Boston, New York or Miami) preferred.

TO APPLY

All inquiries (including requests for a more detailed position profile), nominations/referrals, and resumes with cover letters should be sent electronically to our search consultant, Sarah Herman at: sarahdherman73@gmail.com