



Job Title:

Chief Development Officer

About the position:

The chief development officer (CDO) will report to the chief executive officer (CEO) and be a member of the senior executive management team. The CDO will work closely with the other executives, board of directors, and staff to define the organization's vision and direction. You will be responsible for planning and implementing strategies to secure contributions in support of the organization, provide oversight of the fund development program, securing additional training and technical assistance funding, and address issues that may hamper growth and success. Candidates should be highly energized to drive the identification, cultivation, and securing of projects and/or opportunities that increase restricted and unrestricted revenue.

Responsibilities include, but are not limited to:

- Establish strategies for securing a more extensive robust base of partners to increase restricted and unrestricted initiatives furthering the mission of NADCP.
- Collaborate with the training and technical assistance (TTA) and public affairs teams to develop and implement effective outreach strategies to pursue partnerships that support the expansion of NADCP's programs and operations.
- Cultivate and maintain strong working relationships with external stakeholders
- Collaborate with the TTA team to develop and review written proposals and reports.
- Manage multiple, complex and multifaceted internal and external projects and relationships.
- Build and manage a team of high-performing professionals.
- Set and drive team-wide goals and engage in active coaching and professional development conversations with direct reports.
- Lead the development of articles, publications, and other material to advance the mission of NADCP.
- Serve as faculty at training and technical events, including the annual NADCP conference.

The ideal candidate will possess the following qualifications:

- 5+ years of executive-level management in nonprofits
- Nationally recognized expert on treatment courts (including but not limited to best practices, standards, and research) and other justice system reform.

- Strong political and policy acumen.
- Proven track record in securing TTA funding.
- Expertise in research and best practices in treatment courts and their relationship with the public health and public safety sectors.
- Published or contributed to articles and books on treatment courts and/or justice reform.
- Expertise in media interviews.
- Excellent demonstrated and existing relationships with federal and/or state governmental and nonprofit partners in treatment courts and justice system reform.
- Experience building partnerships and working collaboratively to meet shared objectives, consistently providing feedback to support successful outcomes.
- Demonstrated fiscally responsible decision-making and leveraged it to advise leadership, funders, partners, and other key stakeholders.
- Strong record embracing the value that different perspectives and cultures bring to an organization and highly prioritizes diversity, equity, and inclusion.
- Postgraduate degree or industry experience equivalency required.

Compensation and benefits:

Salary will be competitive and commensurate with experience.

Application Process:

Applicants must provide a cover letter, resume, and salary requirement no later than **Tuesday, October 26, 2021**. Please email all required documentation to humanresources@nadcp.org.

Current Operating Status

In accordance with the recommended Stay Home, Stay Healthy order to help prevent the spread of COVID-19, employees of NADCP are currently teleworking full-time. Applicants must have the capability to perform all necessary work functions virtually except in limited circumstances when performing essential work functions require an onsite presence. At its discretion, NADCP may lift or revise its telework status as Federal and Commonwealth of Virginia guidance changes. This position does allow for remote telework outside of the Washington, DC, Maryland and Virginia area.

Drug & Alcohol Policy

As a federal grantee, NADCP has a duty to comply with the requirements of the Drug-Free Workplace Act of 1988. Employees are prohibited from manufacturing, using, possessing, selling, purchasing, transferring, or being under the influence of alcoholic beverages, illegal drugs, controlled substances, or other intoxicants at any time on any NADCP worksite, while operating any NADCP vehicles, or conducting any NADCP-related activities. Employees must pass a pre-employment drug test as a condition of hire and must notify NADCP of any alcohol

other drug related arrest within five days. NADCP reserves the right to implement discretionary drug testing procedures for employees, either randomly or upon reasonable suspicion.

Why NADCP

The National Association of Drug Court Professionals is a 501(c)3 organization seeking to improve the response of the American justice system to people with substance use and mental health disorders through treatment courts and other evidence-based programs. Through its members, training, and advocacy, NADCP helps shape America's conversation around justice system reform to one that includes all levels of justice involvement. Since 1994, NADCP and its divisions—the National Drug Court Institute, National Center for DWI Courts, and Justice For Vets—have trained hundreds of thousands of professionals whose roles span every intercept point in the American justice system.

Headquartered in Old Town Alexandria, Virginia, NADCP's more than 50 full-time employees enjoy an inclusive, diverse workplace that fosters innovation and encourages growth. NADCP's generous and robust employee benefits package offers comprehensive health coverage for employees, 401k employer contribution, competitive paid vacation time (exclusive of the organization's 11 paid holidays), flexible schedules, teleworking availability, and others. NADCP's office is accessible by Metro rail and bus, offers garage parking and is in walking distance to historic Old Town Alexandria.