

(This search ended with the appointment of Lindsey Buss, interi chief of operations as well as director of development at Martha's Table. Prior to joining the organization in 2000, he was an associate at the law firm of Gibson, Dunn & Crutcher in Washington, DC.)

Job Announcement

Martha's Table
President and CEO
(Posted: May 4, 2004)

Martha's Table in Washington, DC, has retained Slesinger Management Services to recruit a passionate leader and results-focused manager to serve as president and CEO. This is an exceptional opportunity for an individual with strong leadership and management skills who is committed to working on behalf of low-income men, women, and children. Applications will be accepted until this position is filled.

The Organization

Martha's Table is a nonprofit organization that provides a range of social services for low-income people in Washington, DC, 365 days a year. Key programs include:

- Providing nutritious meals, day care programs, and learning and literacy activities to children ranging in age from infants to teenagers.
- Distributing food to homeless men and women at nine locations in Washington, DC.
- Distributing used clothing to low-income families.

Founded in 1980, Martha's Table has a staff of 63 (including 38 fulltime positions) and an annual operating budget of almost \$7 million (made up of almost \$3 million in cash, primarily via donations from individuals and grants from foundations; plus \$4 million in donated food and clothing). Martha's Table also depends on significant support from volunteers; in the past year, about 4,000 adults and children from throughout the metropolitan area prepared hot and cold meals, donated clothes, or helped carry out other programs.

Martha's Table is based in the 2100 block of 14th Street, N.W. As a result of successful fundraising, it owns its own facilities and has no debt. The buildings are currently worth more than \$4 million, which gives the organization a level of financial stability and strength that is rare for most community-based, social service nonprofits.

The organization is governed by a board of directors of 14 community and business leaders. The board chair is Barbara Washburn, a member of General Motors' Washington, DC-based government relations staff. Vice chairs are Douglas Bibby, president of the National Multi Housing Council and Edward Harding, pastor of the Prince George's Community Church.

To learn more about Martha's Table, see www.MarthasTable.org.

Principal Responsibilities of the President and CEO

The overriding responsibility of the next president and CEO is to lead and manage an organization that has grown rapidly over the past decade and expects to continue to grow. A key task is to ensure that the organization has all the resources and systems required to deliver its vital programs effectively and efficiently.

Specific responsibilities include:

1. Raising money from individuals, foundations, and other sources to finance Martha's Table's activities.
2. Serving as the spokesperson for Martha's Table to the media as well as the volunteer and donor communities.
3. Strengthening the organization's management systems related to human resources, financial management, information technology, and facilities maintenance, all of which contribute to the successful implementation of its programs.
4. Evaluating current programs and making any changes required to improve their effectiveness.
5. Identifying new programs, especially those that meet the needs of a changing population in the nearby neighborhoods.
6. Expanding the volunteer corps that enables Martha's Table to do so much with limited financial resources.
7. Working with the board of directors in its role as the governing body, helping Martha's Table carry out its mission.

Desired Skills, Experience, and Personal Characteristics

To be successful, the president and CEO should be:

1. A fearless fundraiser, with a track record that includes significant success from individuals and foundations in the Washington, DC, metropolitan area.
2. A skilled manager who understands the relationship between first-rate human resources, financial management, and other internal administrative systems to programmatic success.
3. An excellent communicator, able to motivate, inspire, and persuade donors, volunteers, staff, board members, and public officials.
4. Knowledgeable about the effective management of nonprofit organizations, especially community-based social service providers.
5. Able to develop strong working relationships with leaders of the diverse and fast-changing communities that Martha's Table serves. (Since a growing portion of the people Martha's Table assists are Latinos, knowledge of Spanish is helpful—but is not required.)

6. Committed to the mission of Martha's Table, and the ways in which the organization can contribute to the needs of homeless and other low-income men, women, and children.

Compensation

Salary will be commensurate with experience and qualifications. Compensation also includes a comprehensive benefits package.

To Apply

Please **e-mail** (or mail) a cover letter, resume, and three-year salary history (which will be held in strict confidence) to:

Larry H. Slesinger
Slesinger Management Services
5016 Westpath Terrace
Bethesda, MD 20816
Tel.: 301-320-0680
E-mail: Larry@SlesingerManagement.com

*(Please include "Martha's Table" in subject line;
attach files in MS Word only)*

(This job announcement can also be found at www.SlesingerManagement.com.)

Martha's Table is an Equal Opportunity Employer.