



Executive Director

ABOUT ENGAGE

Engage Miami and Engage Florida build youth civic engagement, power, and equity in Florida. As a leader in civic and political education, Engage strengthens a culture of locally driven democratic participation of diverse communities, builds power to implement change, and works to advance a young people-led issue agenda that protects and invests in our communities.

JOB DESCRIPTION

Engage Miami, a 501(c)(4), and Engage Florida, a 501(c)(3) seek a bold, visionary, and strategic Executive Director who thrives in moments of urgency and opportunity. This Executive Director will be a courageous leader ready to meet Florida's complex political moment with innovative strategies, dynamic organizing, and unwavering commitment to youth-driven civic power. The Executive Director will be a compelling and effective fundraiser with a strong background in both organizing, power building, and organizational development. This Executive Director will spearhead organizational strategy and planning, ensure financial and operational health, lead staff management for equity and effectiveness and collaborate closely with the Boards of Directors.

The Executive Director will drive organizational vision and strategy, ensuring Engage remains a powerful voice for youth civic engagement and equity—particularly among Black and immigrant youth. This leader will bring demonstrated success in organizing, voter engagement, and building local, place-based power. The next Executive Director must be able to form strong partnerships with funders, coalitions, and partners and understand the role of the organization in the Florida ecosystem. They should have developed a deep understanding of political landscapes, local and place-based power building, and scaled voter engagement.

An effective candidate will possess a proven track record with strong potential for growth in fundraising, capable of securing and sustaining the financial resources needed to scale Engage's impact. They will provide exceptional operational oversight, ensuring compliance, financial stability, and organizational excellence across multiple entities. The next Executive Director must be adept at both big-picture strategic planning and meticulous operational execution, comfortably navigating complexity and uncertainty to deliver results. Leading with clarity, confidence, and collaborative spirit, this role involves managing diverse, cross-functional teams, fostering a culture rooted in equity, inclusion, and effectiveness. From developing expansive voter engagement strategies to hands-on management of day-to-day operations, the Executive Director must balance visionary leadership with attention to detail.



This is an opportunity for a driven leader to shape Engage Miami's future at a critical time for democracy in Florida. The Executive Director will be entrusted to steward and expand our mission, manage a growing budget of \$3–\$5 million annually, and ensure Engage continues to be an influential force driving lasting civic change.

ROLE AND RESPONSIBILITIES

Organizational Strategy and Leadership

- Develop, communicate, and implement a long-term vision that builds local power for young people and strengthens civic engagement across Florida, positioning Engage as a highly visible leader to meet this political moment
- Oversee program planning and execution, ensuring internal systems and processes support the organization's short- and long-term strategic goals, developing compelling plans and goals.
- Leverage knowledge of the political, organizing, and nonprofit ecosystem to position Engage for meaningful impact and increased civic power locally and across Florida.
- Establish and nurture relationships and collaborations that amplify Engage's visibility, credibility, and strategic reach.

Fundraising and Finance

- Lead efforts to raise \$3–\$5 million annually, diversifying funding sources to ensure long-term sustainability, and demonstrate fundraising prowess with the capacity to fundraise in civic engagement to move resources into Florida power building while navigating national funder priorities.
- Cultivate, maintain, and enhance relationships with funders, major donors, and philanthropic partners; build new funding opportunities that align with the organization's mission and communicate effectively to act as a compelling spokesperson and collaborator with funders and partners.
- Oversee the financial performance of Engage, including budgeting, forecasting, and financial reporting, to ensure compliance and accountability across entities.
- Manage and strengthen multi-entity compliance frameworks; proactively seek legal and expert guidance as needed.

Team Management

- Provide timely oversight, direction, and support to staff, offering opportunities for professional growth and accountability, including the ability to identify and develop team leaders, manage managers, and rapid hiring and onboarding of electoral teams.
- Ensure the organization has the staffing and operational resources needed to fulfill its mission.
- Proactively create and refine working conditions, benefits, and a team culture that fosters care, appreciation, and staff well-being. Cultivate an environment that values excellence, equity, and respect and maintain a healthy workplace culture.
- Manage staff across various functions—administrative, operations, organizing, and advocacy—to ensure unity in strategy and execution and ensure strong program and campaign development and implementation

Board Engagement

- Work collaboratively with the Board of Directors to ensure that organizational goals and governance needs are met.



- Provide timely reports, data, and discussion items for Board review; engage Board members in strategic planning and decision-making.
- Support board member recruitment, training, and orientation; help board members fulfill their responsibilities and goals effectively.

Core Competencies

- Visionary leadership with the ability to develop compelling and strategic plans, ensure execution of impactful programs and campaigns, and organize funders, partners, staff, and members toward high impact goals
- A deep understanding of organizing and power, with commitment to youth voter engagement and organizing. Must come with robust political analysis; able to navigate Florida's diverse political and civic landscapes. Existing knowledge of Florida's political and civic engagement context is preferred.
- Track record of securing institutional funding and grants, cultivating donor relationships, coming with capacity and high potential to raise and manage \$3 million+ annual budgets.
- Skilled in building, coaching, and retaining cross-functional teams; able to foster inclusive and high-performing organizational culture, and identify and develop team leaders.
- Commitment to organizational development, with 5+ years in nonprofit management and proven success, able to integrate knowledge of compliance, risk management, HR best practices, and nonprofit finance across 501(c)(3) and 501(c)(4) structures.
- Exceptional written and verbal communication abilities, able to adjust for audience, context, and purpose to achieve desired impact.
- Can identify organizational challenges and implement productive, forward-thinking solutions.
- Demonstrates care and empathy in working with staff and community stakeholders, fostering trust and respect. Communicates expectations, goals, and decisions openly with staff, board members, and partners.
- Holds staff accountable to mission-centric outcomes, providing clarity on performance standards and development opportunities. Gathers input, assess various options, and make pragmatic decisions, taking responsibility for outcomes and impacts.
- Ensures the organization delivers consistent results; adapt plans as needed to address new opportunities or challenges.
- Embraces resilience, innovation, and new approaches to drive Engage's work forward effectively.

Position Details

Position Status:	Full-time, exempt
Compensation:	\$130,000 - \$150,000 / year
Benefits:	Employer covered health, vision dental insurance, generous PTO, 401k
Location:	Miami, FL
Reports To:	Board of Directors of Engage Miami and Engage Florida Civic Fund

All ages are encouraged to apply. Engage Miami is an equal opportunity employer. Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability, veteran status, or any other class protected by law. Assistance and/or reasonable accommodations during the application process are available to individuals upon request.

Interested candidates should submit their application at their earliest convenience via this [form \(https://forms.gle/sWjqYfSgWcVKV8SYA\)](https://forms.gle/sWjqYfSgWcVKV8SYA).