



ASIAN WOMEN UNITED OF MINNESOTA

Job Posting:

Asian Women United of Minnesota (AWUM) seeks a dynamic leader to fill the position of Executive Director. The ideal candidate is dedicated to ending gender-based violence and has a deep passion working with the AAPI (Asian American Pacific Islander) American community. A strong candidate will have: (1) experience in nonprofit management, including personnel/finance responsibilities; (2) excellent communication skills; (3) fundraising experience (grants, donor relations, events); and (4) program innovation.

Mission/Who We Are:

AWUM is a community-based nonprofit organization committed to ending domestic violence by promoting safe and healthy relationships within the Asian Pacific Islander American community. AWUM is a leader in eliminating violence in the AAPI community and shares the expertise of our best practices with others. See [Asian Women United of Minnesota \(awum.org\)](http://AsianWomenUnitedofMinnesota.org).

AWUM was created to support the diverse lives and families that make up Minnesota's Asian population; and to fill in the gap in providing services and education in supporting victims of domestic violence within the AAPI community.

Reporting Relationships:

The Executive Director reports to the board of directors, which meets quarterly. The ED directly supervises six positions: shelter director, facilities director, communications manager, development associate, housing coordinator, and legal advocate. The position provides indirect oversight to 12-15 additional employees, who are directly supervised by members of the management team.

Primary Responsibilities:

The Executive Director is accountable for maintaining the financially strong performance of AWUM. This includes diligent fiscal management; successful relationships with government contractors; cultivation of private funding sources (organizational and individual); and maintaining the integrity of internal spending and financial controls. The ED leads a team of 20 FTE and more than 30 volunteers and interns, ensuring the work is mission-focused, community-based, and relevant. The ED represents AWUM in coalition work, especially in the areas of gender-based violence, and our many Asian American communities.

Wages and Benefits:

\$95,000-100,000 depending on experience and qualifications. Generous paid time off policy; nine paid holidays; excellent health, dental, and other fringe benefits. Retirement plan. Paid time off for volunteer hours.

Schedule:

This role is a challenging and rewarding full-time position with an office located in AWUM's emergency shelter, House of Peace. The position works regular business hours (in person/with possible remote work), with occasional special community events. The position is expected to be available for staff supervision and consultation at any time or as needed.

To Apply:

Email the following documents to awum@awum.org: (1) one page cover letter; (2) resume/CV; (3) 2 references. Open application process until the position is filled.