



**\*Application Period Extended through August 20, 2025**

Position: Chief Executive Officer

Location: Washington, D.C.

Reporting To: Board of Directors

**About NPCA:** The National Peace Corps Association is seeking a new President/CEO to begin by January 1, 2026. NPCA is a non-profit, non-partisan association. Its mission is to support the vast network of 250,000 Returned Peace Corps Volunteers who have served since 1961. It supports the ongoing mission of the Peace Corps today by advocating on Capitol Hill and promotes ongoing adherence to Peace Corps ideals by RPCVs. It supports 145 affiliate groups across the nation who continue to carry out the mission of the Peace Corps.

**Doing Your Part:** Reporting to the Board of Directors, the Chief Executive Officer (CEO) will provide comprehensive leadership, operating management, strategic vision, and organizational representation for NPCA. The CEO will be responsible for the development and execution of a strategic plan in conjunction with the Board of Directors to advance the mission and objectives of NPCA, act as the lead culture ambassador, will drive the goals and business results, build a strong connection with the RPCV community, manage the overall P&L; promoting revenue growth and profitability, provide oversight of NPCA operations and act as the senior representative of NPCA communicating its vision to all stakeholders.

#### ***LEADERSHIP***

- Embodies the core competencies and values of NPCA at all times, while positively shaping and promoting the NPCA culture.
- Provides visionary leadership and guidance in the crafting and execution of strategies and actions to achieve NPCA's strategic goals and organizational vision, while being supported by a financial plan.
- Quickly gains the trust and confidence of all stakeholders.
- Maintains visibility and establishes relationships with key decision-makers and stakeholders.

#### ***FUNDRAISING:***

- Expands revenue generating and fundraising activities to support existing program operations and expansion.
- Cultivates donor relationships, growing resources and partnerships.
- Oversight and implementation of new approaches to fund raising, building on industry relationships, that promote new models of generating revenue.
- Overall responsibility for guiding the fundraising strategy and the accomplishment of the determined annual goals.

### *COMMUNICATION*

- Champions and leads efforts that build a strong communication bond between all stakeholders.
- The CEO must establish and maintain key individual relationships with elected officials (with advocacy being a core element of the NPCA mission), the Peace Corps agency leadership, affiliate group leaders, philanthropists, like minded non-profits, and the broad array of NPCA members.
- Promotes and establishes NPCA messaging through a wide variety of avenues to include the general public and the media, Congressional representatives, affiliate groups and the broad Peace Corps community, including RPCVs and friends and family.

### *OPERATIONS*

- Reviews and evaluates all business unit management to ensure they are achieving established goals and maintaining P&L responsibilities
- Oversees NPCA operations to insure production efficiency, quality, service, and cost-effective management of resources
- Recruits, engages and retains the most highly qualified talent available
- Creates and approves NPCA operational procedures, policies, and standards; reviews activity reports and financial statements to determine progress and status in attaining objectives.
- Presents financial and management reports to NPCA Board of Directors; provides insight, planning and solutions for future advancement of NPCA goals
- Monitors and evaluates risk; gathers all data from team and makes appropriate decisions based on recommendations to ensure organizational success
- Maintains and enhances relations with other allied organizations with common interests
- Manages the workload of a small team with limited financial resources
- Ensures results in the implementation of membership renewal/retention efforts. Consistently promotes membership and programs.
- As largely online organization the CEO must utilize multiple technical platforms for data management and communications

### **Essential Experience/Training/Certifications:**

- RPCV successfully completed 2 full years of service required.
- Bachelor or Masters degree preferred in Business, Finance or similar disciplines that directly related to the duties and responsibilities specified.
- Strong and engaged involvement in the Peace Corps community is required.
- 2-5 years of senior leadership experience, with Director level experience or above required.
- 2-5 years of fundraising/development experience strongly preferred.
- 2-5 year's previous in a fast-paced, idea driven, and innovative environment. Used to building strategic partnerships and managing a diverse group of external stakeholders.

**Essential Skills/Knowledge:**

- Exceptional collaboration and communication skills; ability to bring key constituents together based on mutual goals and drive clear decision making and results.
- Strong financial acumen and experience; must understand the financial drivers and underpinnings of running a small nonprofit entity.
- Exceptional strategic thinking capability; able to develop a clear and compelling vision and strategy and translate into milestones and achievements.
- Relentless emphasis on excellence while balancing organizations responsibility for profitable revenue growth/retention.
- Considerable people management skills; presents leadership, ability to act as advisor, mentor and coach.
- Well-respected, with proven management, judgment, communication, and stakeholder building expertise derived from working with prior successful organizations.

**Pay:** \$130,000 - \$150,000 per year

**Benefits:** Strong benefits package

**Willingness to Travel:** 25%

**Application Process:** Please send resume and cover letter to [n pca-hr@peacecorpsconnect.org](mailto:n pca-hr@peacecorpsconnect.org) through August 20, 2025