Background

The Fresh Air Fund has provided free summer experiences in the outdoors to more than 1.8 million New York City children from low-income communities since 1877. Each summer, thousands of children visit either volunteer host families in rural and suburban communities along the East Coast, attend one of six Fresh Air camps in New York’s Mid-Hudson Valley or participate in other outdoor programs run by The Fresh Air Fund. Young people also participate in year-round leadership and educational programs offered by The Fund. The Fund owns 15,000 sq ft of Midtown Manhattan office space, over 2,000 acres of rural land, has a long-term lease for one of its six camps and serves approximately 10,000 children annually across its programs.

The Fund has an annual operating budget of $20 million, 69 full-time positions, and a much-expanded team during the summer season. The Fund has an endowment in excess of $100 million and strong support from the government and its broad community to achieve its mission of providing free summer experiences to New York City’s children.

In June 2016, the Board of Directors of The Fund adopted a strategic plan after a robust six-month organization-wide review, which resulted in The Fund identifying three key priorities: (1) strengthening the organization to drive impact, (2) analyzing the optimal path for growth, and (3) implementing a growth plan. Since then, there has been progress in all three areas. FY17-FY19 focused heavily on the first two phases, while also piloting select new programs and initiatives, including expanding the organization’s reach through the addition of Camp Junior in Harriman State Park in Summer 2019. The Fund’s impact on the social and emotional development of the children it serves is evident from the substantial data The Fund has collected from children who have participated in its programs as well as their caregivers. In addition, the outcomes of The Fund’s leadership development programs is evident from the strong pipeline of Fresh Air children transitioning into summer employment positions as well as alumni in full-time employment and leadership positions at The Fund.

In Summer 2020, during the difficult realities of COVID-19 and the economic crisis, The Fresh Air Fund reimaged summer and developed new in-person, outdoor and virtual program models to support youth in New York City. These programs were expanded and enhanced in Summer 2021 as the global COVID-19 pandemic required The Fund to cancel its traditional Camping and Friendly Towns programs for a second summer. The pandemic brought increased urgency to serve children in New York City’s low-income communities, and despite the challenges presented, The Fund was able to deliver a true Fresh Air summer. The Fund’s 2020 and 2021 programs demonstrated not only the organization’s resilience but offered and invited entirely new pathways for strategic growth. For the Summer of 2022, The Fund plans to run a combination of its traditional overnight camping and host family programs complemented by in-person day session programming and hybrid teen programs that have been well-received during the pandemic.

_For more information, please visit www.freshair.org_
Position Summary

The Board of Directors of The Fund is seeking an experienced executive who is passionate about the mission of The Fund and has a track record of providing children from under-resourced urban communities with opportunities to learn, grow and thrive. The new CEO will lead The Fund as it executes on its pre-COVID 19 strategic initiatives and expands on the learning developed during COVID-19, to maximize impact. The next CEO should be a thought leader in youth development and have deep insight into the challenges and opportunities facing today’s youth, particularly in New York City’s low-income communities.

The CEO will represent the organization’s mission to a broad scope of community-based organizations, families, volunteers, funders, and other stakeholders by articulating the power of the history and impact of The Fund. They will mobilize, strengthen, and inspire this network to raise awareness and funds in support of the work of The Fund. The CEO’s leadership and management will be results-oriented, focused on measurable outcomes, and meet the highest standards of quality in all areas. They will oversee operational development and performance against established goals, while setting the “tone at the top” with the highest ethical and legal standards together with respect for and commitment to the professional development of The Fund’s employees. They will steward and nurture an organizational culture with diversity, equity and inclusion as a primary value while putting the well-being of children and their safety at the forefront.

Responsibilities

Executive Leadership and Management

- Deliver outstanding strategic vision and leadership for The Fresh Air Fund in service of its mission, with a focus on allocation of resources to achieve ambitious but specific goals
- Together with the executive team, build and maximize operational efficiencies, implement streamlined systems to build a high-performance operation that well-supports the program infrastructure and positions it for growth
- Center child safety and emotional and social well-being in The Fund’s decision-making processes
- Serve as the external and internal leader of The Fund by effectively communicating the mission and vision to a broad array of stakeholders including the children and families served by The Fund’s programs, volunteers, donors, and government officials
- Lead as a sought-after public spokesperson and thought leader in various types of media on behalf of The Fund
- Maintain direct, consistent, and clear guidance of the executive team, including with respect to budgeting, goal setting and annual performance reviews
- Build pathways to hire, develop and promote talented team members with a special focus on alumni of The Fund’s programs, to facilitate achievement of their full potential

Institutional Advancement

- Engage with the Board of Directors and inspire them to utilize their skills to help achieve The Fund’s strategic and other goals
• Lead and cultivate fundraising and collaboration efforts with the public sector, foundations, individuals, and community organizations, including efforts to increase diversity and inclusion in funding sources
• Enhance existing, and build new, strong relationships with community-based organizations and government agencies

**Governance, Financial Oversight and Risk Management**

• Communicate regularly with the Executive Committee of the Board of Directors about the execution of mission and strategy
• Deploy board members appropriately to assist and guide on areas of expertise and build strong board committees to engage a next generation of volunteer leaders and enhance overall leadership
• Use sound analytical skills and strong business judgment in developing, managing and allocating resources
• Work with the Risk Committee of the Board to actively manage risk, promote child safety and well-being and allocate appropriate resources in the furtherance of the foregoing
• Work closely with the CFO and appropriate Board committees ensuring fiscal oversight and accountability
• Oversee the management of all the properties owned and leased by The Fund

**Communications**

• Meet regularly with community-based organizations, local leaders and other key partners and stakeholders to keep them informed about the program
• Provide guidance to ensure coordination and communication of messages to both internal and external audiences
• Leverage social media platforms in a professional capacity to convey the impact and the work of The Fund

**Diversity, Equity, Inclusion, Anti-Racism**

• Continue building on the equity work of The Fund to drive its transformation into an anti-racist organization that promotes anti-racism across all of its communities
• Put diversity, equity, and inclusion at the core of decision-making at The Fund
• Administer and advocate policies and procedures that foster fair, consistent, and equitable treatment for all
• Strive to build a community of individuals with diverse backgrounds and life experiences, free of discrimination based on racial and ethnic origin, gender identity, sexual orientation, social economic status, or religious belief

**Candidates for the CEO of the Fresh Air Fund will have:**

• A deep love for working with and inspiring youth
• Demonstrated track record in building a collaborative workplace with a high-performance team where diversity, equity and inclusion is a driving factor in decision-making
The Fresh Air Fund

Job Description

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- Success in building streamlined and effective operational functionalities for an organization in conjunction with an executive team
- Experience working with low-income communities and communities of color
- Skilled communicator with the ability to build strong, transparent relationships with multiple constituent groups
- A strong work ethic, sense of empathy and the ability to manage multiple projects and challenges simultaneously

The Fresh Air Fund offers a competitive salary and comprehensive benefits package.

The Fresh Air Fund is proud to be an equal opportunity employer, committed to inclusive hiring, and dedicated to diversity in its work and on its staff. We strongly encourage candidates of all identities, experiences, orientations, and communities to apply.

Dara Z. Klarfeld

Chief Executive Officer

To apply to this position please visit www.DRGsearch.com.