



## **FACT Coalition – Executive Director**

Founded in 2011, the Financial Accountability and Corporate Transparency (FACT) Coalition unites over 100 representatives from small business, labor, government watchdog, faith-based, human rights, anti-corruption, public interest, and international development organizations. We seek an honest and fair corporate tax code and to curb global tax avoidance by closing tax haven loopholes, greater transparency in corporate ownership and operations, and common-sense policies to combat the facilitation of money laundering and other criminal activity by the legitimate financial system. With over \$20 trillion currently held in secrecy jurisdictions, U.S. offshore tax avoidance estimated at over \$100 billion annually, and illegal capital flight playing an important role in global poverty, our work has never been more important.

Through continued strategic media outreach and on-going relationship building with Hill staff, FACT has helped to change the public conversation around taxes and build a range of Hill champions willing to support legislative solutions. FACT has built strong working relationships with both Democratic and Republican Hill offices and with various departments and offices in the executive branch. We played a central role in defeating proposals for a corporate tax holiday, and in March of this year, brought more than fifty small business owners, faith leaders, and activists from across the country to Washington for a three day advocacy event.

## **POSITION SUMMARY**

The FACT Coalition is looking for its second Executive Director, who will build on a strong existing base of field resources, tax and corporate law expertise, and relationships with policymakers and funders. In just a few years, FACT has grown into a vibrant, well-funded coalition thanks to the efforts of our first Executive Director, who is staying on part-time through the fall to ensure a smooth transition. We are looking for the dedicated, imaginative leader who will help define our mission and accomplishments in this new phase of FACT's work.

The Executive Director will be responsible for the planning, coordination, and management of FACT. In addition to developing and managing the Coalition's advocacy campaigns, the Executive Director will oversee FACT staff and consultants, raise financial support, and build the Coalition by recruiting new member groups and deepening the engagement of existing partners in Washington and throughout the country. We anticipate conducting a strategic planning retreat in January of 2015, which the Executive Director will coordinate.



## **PRIMARY RESPONSIBILITIES**

- Shaping and defining FACT’s strategic vision and overall direction.
- Creating and helping to implement advocacy campaigns to change the actions of the US government, in both legislative and administrative forums.
- Overseeing the Coalition’s management, including hiring, training, and supervising staff and consultants, and setting and managing the organizational budget.
- Raising financial support, including via foundation and large-donor fundraising.
- Helping coordinate our grassroots-based field campaigns, using the existing resources of member groups as well as developing new ones.
- Serving as the primary spokesperson for the Coalition as a whole, whether in the media, via Congressional testimony, at conferences, or in other venues.
- Engaging member groups in the Coalition’s work, as well as recruiting new partners into the Coalition.
- Working with FACT’s communications team to ensure that our advocacy positions are represented in media coverage, and that the Coalition has up-to-date and appropriate website and social media presence and content.
- The Executive Director will have management and decision-making support from a Steering Team and Executive Committee comprised of FACT Coalition members.

## **PREFERRED QUALIFICATIONS**

- A minimum of five years of professional experience with non-profit organizations, campaigns, government offices, or relevant positions in the private sector.
- A proven history of leadership at a non-profit, development, policy, philanthropic, or advocacy-focused organization is especially valued, as is experience in designing and leading field campaigns that bring together a wide range of grassroots activists, communications staff, and policy experts to achieve genuine change.
- A successful track record of raising funds for not-for-profit organizations of similar size and scope (with annual budgets of at least \$250,000), from major donors, foundations, and members.
- Experience training and overseeing professional staff.
- Excellent writing and speaking skills.
- Some knowledge of, or experience with, tax and financial transparency issues is essential, though detailed policy expertise is not.



- Pre-existing relationships within the NGO community, as well as with foundations, media, and relevant policymakers are desirable.
- Minimum of a bachelor's degree; advanced degrees in related fields are a plus.

## **TO APPLY**

Send cover letter and resume to [info@thefactcoalition.org](mailto:info@thefactcoalition.org) before September 30.

FACT is an Affirmative Action/Equal Opportunity Employer. Qualified persons are encouraged to apply regardless of their religious affiliation, race, age, sex, sexual orientation or disability.

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*The FACT Coalition is a project of the Fund for Constitutional Government, a publicly funded 501(c)(3) organization that aims to combat corruption and increase transparency within the U.S. government. FACT's Steering Committee is AFL-CIO, the American Sustainable Business Council, the Center for Effective Government, Citizens for Tax Justice, Fair Share, Global Financial Integrity, Global Witness, Jubilee Network USA, Main Street Alliance, New Rules for Global Finance, SEIU, and U.S. PIRG.*

*For more on the FACT Coalition, visit <http://thefactcoalition.org>*