

LEADERSHIP PROFILE



Executive Director Year Up Puget Sound

“To close the Opportunity Divide by providing urban young adults with the skills, experience, and support that will empower them to reach their potential through professional careers and higher education.”

~ Year Up Mission

THE OPPORTUNITY



Year Up is an award-winning, national non-profit that guides 18-24 year old urban young adults from poverty to professional careers in the span of one year.

Based in downtown Seattle, Year Up Puget Sound opened its doors in 2010 and has since grown to two locations. In 2015, Year Up added its new location at Bellevue College. Year Up Puget Sound has served more than 280 young adults in 2016 and

is on track to grow the number served in 2017. The operating budget for Year Up Puget Sound is \$9.2 million.

Year Up Puget Sound is ripe with opportunity for new and expanding corporate partnerships. Year Up seeks an Executive Director able to seize this opportunity and effectively strengthen and scale its program to increase its impact on the region’s urban young adults.

The mandate for the new Executive Director is to further establish Year Up as a preferred partner for entry to mid-level talent in the Puget Sound area. The Executive Director will ensure Year Up is an outstanding resource for underserved young adults, providing them access to education, professional skills, and hands-on experiences. The Executive Director will report to the National Site

Director of Year Up, supported by a well-regarded local Board of Directors who are key leaders in the Puget Sound community.

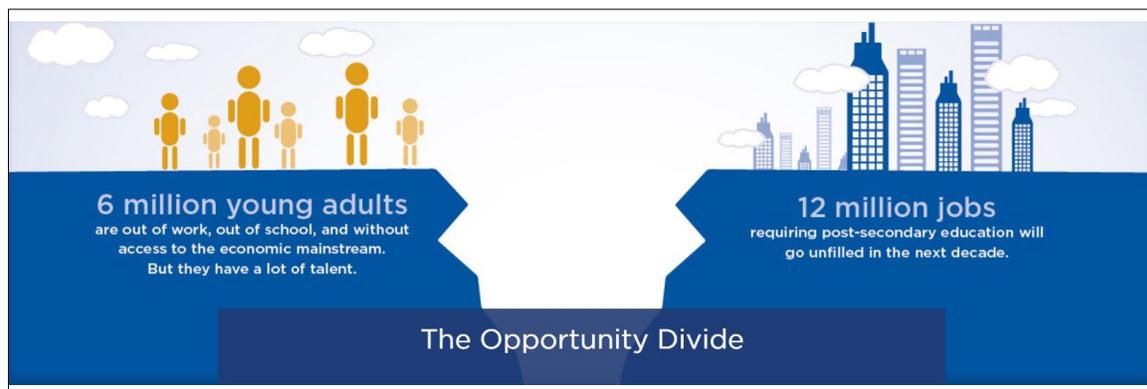
The Executive Director will have an unshakeable belief in the talent and potential of the young adults served and will take Year Up to its next level of impact by:

- Ensuring the existing program operates with excellence and efficiency
- Implementing a demand-driven strategy to increase and expand corporate partnerships as well as the number of internship opportunities and positive outcomes for young adults
- Developing and deepening donor relationships
- Expanding community partnerships
- Increasing the number of young adults served in the region
- Inspiring, motivating, and managing a high performing team
- Leveraging and enhancing the local advisory board to ensure Year Up Puget Sound’s long-term success

By doing so, Year Up Puget Sound will become an even stronger asset to serve urban young adults and the broader community, helping to close the Opportunity Divide and building a vibrant future for the region.

THE ORGANIZATION

Year Up was founded in 2000 by Gerald Chertavian, who, after a successful business career, became a social entrepreneur. While he was in college, Chertavian began volunteering as a mentor and Big Brother to low-income youth – something he did for decades. He was impressed by the ambition and talents of the young people he got to know, but he saw that they had little opportunity to “plug in” to the mainstream economy. A combination of limited or poor educational opportunities and a lack of exposure to the culture of corporate America prevented many of the young people he was engaged with from entering the economic mainstream. Year Up was established to bridge this Opportunity Divide.



Since its inception, Year Up’s high-expectation, high-support program has combined marketable job skills, stipends, corporate internships, and college credits. It addresses students’ social and emotional development and provides appropriate support to place young adults on a path to economic self-sufficiency.

During the first phase of the program (Learning and Development), students attend intense, classroom-based career training designed to prepare them for internships and careers in information technology, programming, database analysis, customer service and quality assurance. Students also receive training in professional skills and business communications while being supported by coaches and mentors. During the second phase, successful Year Up students gain experience in internships with leading corporate partners who sponsor the internship placement.



The team has assembled an impressive portfolio of nearly 40 Corporate Partners including Microsoft, Expeditors, T-Mobile, Expedia, Seattle Children's Hospital, Boeing, Nordstrom, Alaska Airlines, and Bank of America.

After graduation, students are supported in their job search and in building their professional networks through Year Up’s local and national alumni associations, as well as through Year Up Professional Resources (YUPRO), a wholly-owned staffing firm that serves Year Up alumni.

As a national model for economic and social impact, the Year Up program gives companies a cost-effective solution for recruiting entry and mid-level talent, while providing young adults with an essential stepladder for career success.

Since 2010 Year Up Puget Sound has graduated nearly 600 young professionals whose drive, talent and leadership has made a major impact in the region. Similar to national outcomes, Year Up Puget Sound boasts:

- 100% placement of qualified Year Up students into internships.
- Over 90% of Corporate Partners would recommend Year Up to a friend or colleague.
- 85% of graduates are gainfully employed or attending college full-time within four months of completing the program.
- Employed graduates’ starting wage averages more than \$22 per hour - the equivalent of \$45,000 per year.

Year Up has been recognized at the national level through participation in the Clinton Global Initiative, a site visit from President Obama, and an important feature on [60 Minutes](#). This recognition has triggered growth opportunities in every region, including Puget Sound.

With a \$135+ million operating budget, Year Up served almost 3,000 students in 2016 across 15 sites: Atlanta, Boston, Chicago, New York City, Baltimore, Bay Area (San Francisco and Silicon Valley), Providence, Puget Sound, Washington, D.C., Dallas, Los Angeles, Philadelphia, South Florida, Jacksonville and Phoenix. Please visit <http://www.yearup.org> for more information.

KEY RESPONSIBILITIES

The Executive Director will enhance and expand Year Up Puget Sound to meet market demand, capitalizing on Year Up's strong national reputation and building a similar reputation locally. This individual will:

- 1. Provide strategic vision and leadership.** The Executive Director will be a values-driven, inspirational servant-leader with high emotional intelligence. This person will inspire confidence and provide collaborative, forward-thinking leadership, develop and execute a local strategy and robust market plan for growth that will ensure that Year Up's national strategies succeed in the Puget Sound market, manage through change and enhance the comprehensive impact and growth potential of Year Up in Puget Sound.
- 2. Expand corporate partnerships and strengthen the Year Up brand while achieving fundraising goals and building capacity.** The Executive Director must lead in articulating the value proposition to corporate partners and donors to develop and strengthen Year Up's brand and reputation in the region. This individual will lead the team to accomplish quality execution and ambitious goals, bringing together local market expertise and national best practices. Expanding Year Up Puget Sound will require additional financial resources, partnerships and investment.
- 3. Be accountable for financial management.** Prior management of a P&L is



valuable experience for success in the role. The Executive Director will promote disciplined growth with clear organizational priorities, a sensible management structure and emphasis on strategic management of resources.

4. **Be a credible and compelling advocate.** The Executive Director serves as the local face of Year Up, serving as a powerful presenter and advocate for the organization and its mission. This person will advocate vigorously and effectively for students and the program. The Executive Director will be adept at connecting with others in an authentic and caring way.
5. **Manage a multi-dimensional organization.** The Executive Director must lead performance management with strong executive leadership, clear objectives and accountability for the team. This individual will build a collaborative culture, working seamlessly and in partnership with functional leaders to bring out the best of Year Up’s operating model and ensuring the organization hits growth and performance targets. The successful candidate will make certain that the organization has the appropriate systems, resources, structures and personnel to support highly effective internal and external activities. Hiring, developing, and retaining talent across the organization is critical to Year Up Puget Sound’s success, as is working to create an organization reflective of the communities it serves.
6. **Oversee program management.** The Executive Director will understand, value, and drive operational excellence in all of the site’s program activities to ensure the highest level of performance for admissions, academics, student services, internships, job placement and alumni services.
7. **Provide organizational leadership.** The Executive Director is responsible for driving the goals of Year Up Puget Sound, while effectively using and connecting with both national and peer leaders across the organization. The candidate will have experience working in a matrix environment and be comfortable leveraging resources outside of their direct team. The Executive Director will be a member of the organization’s national Management Committee, participate in regular strategy sessions and periodically be called upon to join teams that shape long-term National organizational strategies. They will promote collective learning by regularly providing feedback to national functional leaders and piloting new practices on behalf of the organization.

THE IDEAL CANDIDATE

The ideal candidate will bring experience leading a multi-dimensional, growth-

oriented organization. The Executive Director will be committed to the mission of Year Up and excited by the mandate to grow partnerships, relationships and revenue.

The ideal candidate will:

- Be passionate about working with urban young adults, and have an unshakable belief in their potential and a strong commitment to the mission of Year Up
- Have a track record of driving organizational growth through strategic new market opportunities, expanding partnerships and increasing funds
- Have experience leading in a dynamic, complex, results-driven matrix environment, leveraging and contributing to the national organization
- Possess an engaging personal leadership style that inspires others to support Year Up and the ability to communicate and advocate the mission clearly and persuasively
- Be a recognized peer among potential corporate partners, donors, and civic leaders with strong ties and reputation within the Puget Sound region
- Be facile at balancing mission and margin while advocating for both
- Have experience running a P&L and managing budgets
- Possess a Bachelor’s degree; an advanced degree is preferable.



THE RELATIONSHIPS

Reports to	National Site Director
Manages	Director of Finance, Strategy and Operations Site Director, Bellevue Director of Program, Core Director of Development
Key relationships	Local Advisory Board Bellevue College Corporate partners Year Up students and alumni Community partners Current and prospective donors and partners

Candidates could come from a variety of contexts. Year Up is an equal opportunity employer, and we are seeking a diverse slate of compelling prospects.



Click the video above to learn about how companies like Moz, Expedia and others are partnering with Year Up Puget Sound.

TO APPLY

For potential consideration or to suggest a prospect, please email YearUpPugetSound@BoardWalkConsulting.com or call John Sparrow, Crystal Stephens, Patti Kish or Laura DiBacco at 404-262-7392.