



NYPWA
New York Public Welfare Association
FOUNDED IN 1869

Executive Director

Organization Overview:

Founded in 1869, the New York Public Welfare Association (NYPWA) is the oldest public welfare association in the United States. NYPWA is not a state agency, but an independent, not-for-profit membership association, consisting of New York's 58 local social services districts. We independently represent and advocate for our members on a variety of issues facing local districts. We empower districts, policymakers, social service commissioners, and partner agencies with critical information, rigorous policy analysis, and technical assistance necessary to advance public welfare progress across New York State.

Position Summary:

NYPWA is seeking an Executive Director who is passionate about leading advocacy efforts, analyzing social services policies, and driving the mission of the organization. The Executive Director will have overall strategic and operational responsibility for NYPWA staff and programs, and will represent the interests of the membership to government officials.

This full-time, exempt position reports to a supportive and professional Board of Directors, who are the Commissioners of local districts. The Executive Director will have overall management responsibility for an organization with a \$750k annual budget, 2 full-time employees, and various contractors.

Responsibilities:

- Serve as spokesperson for the Association and represent the interests of the local districts to government officials. Act as primary liaison with membership and external partners.
- Guide the Association as local districts encounter significant changes in state and federal policies. Navigate transitions in state policies by providing information that enables commissioners to manage the impact.
- Identify common themes that arise from actively listening to the perspectives of local commissioners and use their collective wisdom as the source for Association policy recommendations to be conveyed to policymakers.
- Interpret complex policy and budget proposals and write compelling papers and testimony.
- Cultivate the leadership development of local DSS staff, supervisors, and administrators, and provide customized training to each new commissioner in partnership with an experienced commissioner-mentor.
- Oversee annual budget, revenue and expenses, and fiscal protocols in collaboration with Treasurer.
- Manage all full and part-time staff, consultants, and other partners. Foster a positive and engaging workplace culture.
- Work collaboratively with the Board of Directors. Serve as ex-officio member of the Board and Committees. Provide regular and ad hoc reporting to Board, ensuring open communication and sharing of relevant information.

- Participate in the Strategic Planning process, and execute goals and initiatives as approved by the Board.
- Guide the annual conferences as a venue for dialogue among state and local administrators and other experts. Convene commissioners' meetings to share strategies and expertise.
- Other duties and responsibilities as deemed appropriate by the Board of Directors.

Qualifications:

- Bachelor's degree preferred from an accredited college in Social Work, Public Administration, or related field.
- Experience in a local social service district setting or related role is preferred, as is at least two years in a leadership role in a human services environment. Experience in a professional membership association is highly desirable.
- Excellent leadership qualities along with outstanding organizational skills.
- Strong verbal communication skills; a persuasive communicator with excellent interpersonal and presentation skills.
- Proficiency in writing is required with a strong knowledge of the infrastructure of government and background in policy analysis. A writing sample may be requested.
- Ability to act in an entirely self-directed manner in carrying out responsibilities while simultaneously completely representative of membership in all actions.
- The successful candidate will have to register as a lobbyist in NYS.

Working Conditions:

- Ability to handle a flexible schedule for a variety of obligations, meetings, and organization events after normal business hours.
- Frequent travel throughout New York state for new Commissioner training, meetings, and conventions.
- All staff currently work remotely with a small office space in Albany available as needed. Staff attend in-person meetings. Proximity to Albany is preferred due to the nature of the work and required meetings.
- Must possess a valid NYS Driver's License, have a clean driving record, and successfully complete a criminal background and other pre-employment screening.

Compensation:

Competitive starting salary, depending on experience, of between \$110,000 - \$130,000 per year, plus a generous benefit package that includes:

- Paid Time Off – 12 Holidays, plus PTO bank and Sick time
- Health Insurance – at no cost for Employee coverage
- Retirement plan

How to Apply:

Please submit your resume and cover letter to john@trumansolutions.com. We thank all applicants for their interest, but only those selected for an interview will be contacted. Applications will be accepted until approximately April 30, with an anticipated start date in July, 2026.

NYPWA is an Equal Opportunity Employer.