



Title: Executive Director
FLSA: Exempt
Status: Full-Time
Reports to: Board of Directors
Direct Reports: A Team of 9+ Exempt and Non-Exempt Professionals

Right Moves For Youth

The mission of Right Moves For Youth (RMFY) is to aid students in grades 6-12 in making the most out of their education, connections and opportunities so that they can set themselves up for future success. RMFY offers school-based student support and youth development programs in collaboration with Charlotte-Mecklenburg Schools, the Charlotte-Mecklenburg Police Department, the Mecklenburg County Sheriff's Office, and other community partners. Staff and volunteers work with students to develop new skills, give and receive peer support, develop positive relationships with adult mentors, find new meaning in succeeding in school and cultivating a sense of personal leadership and civic duty in their communities.

Position Summary

As the leader of Right Moves for Youth (RMFY), the Executive Director is responsible for overseeing the administration, programs, community relations and strategic plan of the organization while maintaining its long-standing integrity and representation. Primary responsibilities include serving as Chief Executive Officer, liaison between the Board of Directors and the staff, and forward-facing representative of the agency with corporate/civic groups, educational institutions, donors, stakeholders, and the general public. Other key duties include but are not limited to fundraising, marketing, and community outreach.

Opportunity

RMFY is at an important moment in its evolution. The next Executive Director will have the opportunity to deepen program impact, strengthen sustainable funding, and expand partnerships across the Charlotte community while building on a strong foundation of school-based youth development.



Reporting Structure

The Executive Director reports to the Board Chair with strong engagement with the 12 member board of directors. The board of directors is composed of business leaders, Charlotte-Mecklenburg School system representative, Law Enforcement (Charlotte-Mecklenburg Police department and the Sheriff's office). The ED provides leadership to the staff of 9 full time and part time employees.

Compensation

The salary range for this position is \$110,000 to \$130,000 annually, commensurate with experience. Right Moves For Youth offers a competitive benefits package including health and dental insurance, Simple IRA match, educational assistance, flexible spending account, and paid time off.

Working Environment/Location

This position is based in Charlotte, North Carolina and requires a regular on-site presence with flexibility for limited hybrid work.

Essential Responsibilities

- Actively engage and energize RMFY volunteers, board members, event committees, alumni, partnering organizations, and funders.
- Develop, maintain, and support a strong Board of Directors; serve as ex-officio member of executive committee; seek and build board involvement with strategic direction for ongoing operations.
- Lead, coach, develop, and retain RMFY's high-performance leadership team.
- In collaboration with strategic stakeholders, design and maintain the strategic plan.

Mission / Program Effectiveness

- Ensure ongoing programmatic excellence, rigorous program evaluation, and consistent quality of finance and administration, fundraising, communications, and systems; recommend timelines and resources needed to achieve the strategic goals.
- Ensure effective systems to track scaling progress, and regularly evaluate program components, to measure successes that can be effectively communicated to the board, funders, and other constituents, including periodic publications.



Fundraising & Financial Management

- Lead the organization's fundraising strategy, serving as chief ambassador with donors, corporate partners, and institutional funders. Cultivate, solicit, and steward major gifts in partnership with the board and development team.
- Ensure sufficient revenue generation and fundraising activities to support existing program operations and strategic objectives.
- Develop and present an annual budget for board approval.
- Provide daily oversight of the budget.
- Identify potential donors while interacting with families and community partners.

Compliance and Risk Management

- Ensure compliance with all regulatory and contractual requirements.
- Promote a culture of accountability and ethical practice
- Ensure discretion while managing confidential information.

Community Relations & Communications

- Deepen and refine all aspects of communications—from web presence to external relations with the goal of creating a stronger brand.
- Use external presence and relationships to garner new opportunities.
- Coordinate and participate in meetings with key leaders, partners, volunteers, donors, etc.
- Serve as an active role at events hosted by RMFY by being present, thanking donors, participants at the events, etc.
- Build partnerships in new markets, establish relationships with the funders, and political and community leaders.



The Ideal Candidate Profile

- Proven experience serving as Executive Director, CEO or senior executive leading non-profit work.
- Demonstrated success leading organizations through change or growth and strong strategic planning work (vision/mission).
- Ability to lean on personal and professional connections in the Charlotte market to find new donors, strengthen relationships with key constituents including CMS, law enforcement, and expand support for the mission.
- Exceptional communications and public speaking skills.
- Ability to work independently and decisively while engendering a cooperative spirit with the board of directors, staff, volunteers, students, donors, collaborative partners, media, and the community at large.
- Experience with developing and managing financial targets and budget goals.
- Demonstrated leadership abilities including planning, delegating, program development, and task facilitation.
- Bachelor's degree in business administration, human services, education, social work, or related field.
- Demonstrated commitment to youth and youth issues.

Desired Qualifications:

- Passion and experience in youth education, social emotional learning and civic responsibility.
- Strong understanding of the grant writing process.

Physical Demand and Work Environment

The physical demands described here are representative of those that must be met by an Executive Director to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Regularly required to see, stand, sit, talk, hear, and use hands and fingers to operate a computer.
- Ability to drive using reliable transportation locally throughout Mecklenburg County and surrounding areas.
- Ability to reach, stoop, kneel, and exert up to 25 pounds independently.
- This role routinely uses standard office equipment.
- This job may involve occasional standing and/or walking for extended periods of time, climbing stairs, and walking up inclines or on uneven terrain.



Equal Opportunity Employer Statement

RMFY is an equal opportunity employer and is committed to building a diverse and inclusive team. We encourage candidates of all backgrounds, experiences, and identities to apply. Employment decisions are made without regard to race, color, religion, sex, national origin, age, disability, veteran status, or any other protected characteristic under applicable law.

Apply

To apply, please complete the application form before April 8, 2026 at 5:00 p.m. EST: <https://survey.alchemer.com/s3/8751832/Executive-Director-Applicants>.

Questions regarding the position may be directed to careers@rightmovesforyouth.org.