



Core Competencies – Executive Director

In preparation for the hiring of a new NAWBO Greater Detroit Executive Director, the Selection Committee identified core competencies exemplified by effective leaders of nonprofit organizations:

Uses Effective Personal and Interpersonal Behaviors

- Possesses self-awareness.
- Exudes integrity.
- Demonstrates maturity.
- Exhibits deep commitment.
- Acts on values.
- Uses good humor.
- Inspires others.
- Listens actively.
- Communicates effectively.

Creates Vision and Establishes Direction

- Establishes compelling purpose.
- Advances the mission.
- Produces quality programs.
- Maximizes functions of board.
- Thinks strategically.
- Acts decisively.
- Masters change.
- Favors innovation.
- Understands the industry.
- Takes long-term view.

Manages the Organization

- Organizes effectively.
- Puts quality first.
- Structures the system.
- Plans realistically.

- Budgets strategically.
- Manages finances soundly.
- Keeps the Board on board.
- Designs good information systems.
- Evaluates efforts.
- Manages risk well.

Creates and Maintains a Client Focus

- Puts people first.
- Respects the individual.
- Understands the need.
- Heeds client feedback.
- Establishes credibility.
- Anticipates clients' needs.
- Solves problems.
- Integrates services.
- Insists on accountability.
- Advocates for clients.

Builds a Competent, Diverse and Empowered Membership

- Empowers the individual.
- Promotes teamwork.
- Strives for excellence.
- Cultivates potential.
- Advocates diversity.
- Attracts talent.
- Brings forth the best in Board.
- Establishes fair practices.
- Develops dedicated volunteers.
- Tailors managerial style to situation.

Encourages External Cooperation and Understanding

- Promotes mutual understanding.
- Maximizes policy-making processes.
- Builds community.
- Possesses political savvy.
- Masters use of media.
- Practices good public relations.
- Fosters collaborations.

- Engenders rapport among peers.
- Resolves conflict constructively.
- Speaks and writes influentially.

Develops Resources

- Thinks comprehensively.
- Takes an entrepreneurial approach.
- Negotiates effectively with funding sources.
- Develops effective plans. Understands the marketplace.
- Builds personal ties.
- Assures stewardship.
- Publicizes gifts.
- Forges alliances when appropriate.
- Knows the fundraising process.