

Ecotrust

Ecotrust Request for Qualifications (RFQ): Recruiting Co-Executive Directors

Location: Portland, OR

Application Deadline: July 22, 2022 (may be extended based on the number of responses received)

Internal Review and 30-min Interviews: Weeks of July 18 and July 25, 2022

Anticipated Selection: July 29, 2022

Anticipated Timeframe for Contract Work: Aug 2022 to Dec 2022

Budget: We welcome all budgets. Based on our experience working with recruiting firms, commission and/or fees are typically based on a percentage of salary for a selected candidate. We ask that you identify your commission rate and/or other fees associated with this potential work scope.

****Please email your proposal to kbooker@ecotrust.org and ssobell@ecotrust.org by end of day July 15, 2022****

Accessibility: Our goal for this RFQ is to be as minimal a burden as possible for all applicants. We encourage you to keep your responses concise. The production value of your submission will not be a factor for selection.

About Ecotrust: Ecotrust creates and accelerates triple-bottom-line innovations to benefit our region and inspire the world. On the farm, at the coast, in the forest, and across our cities, we work in partnership towards an equitable, prosperous, climate-smart future. Since 1991, we have created durable change and sparked ideas across the globe. Ecotrust holds a deep commitment to equity and diversity as core principles integral to the work we do. As we add new members across all levels of the organization, we seek diverse perspectives and lived experiences that we believe foster learning, creativity, innovation, and equity. Learn more at [Ecotrust.org](https://ecotrust.org). You can review our Strategic Plan here:

<https://ecotrust.org/strategic-plan> and our 2021 Annual Report here:

<https://online.flippingbook.com/view/477513993/>.

The Assignment: Help Ecotrust Recruit Co-Executive Directors

We are seeking a recruiting agency/consultant to work with staff and board members (officially reporting to the board) to finalize position descriptions, develop a process for recruitment, and execute the recruitment of two co-Executive Directors. Given our mission, values, and strategic plan, that are more and more rooted in Black and Indigenous communities, we would like the recruiter to extensively reach out to Black and Indigenous pools of candidates. We are looking for the co-Executive Directors to have lived experience in and/or a track record of working with Black and Indigenous communities.

Background: In our strategic plan, we aim to implement a new organizational structure that enables inclusive decision-making and other forms of power-sharing. When our Executive Director announced his intended departure from Ecotrust in 2021, Ecotrust decided to take the opportunity to begin exploring alternative leadership models and organizational structures and explore what leadership looks like in a model grounded in antiracism, power-sharing, and belonging. An internal working group of staff and board members worked with an external consultant to explore alternatives, seek input from staff, assess the readiness of staff to change, and recommend a proposed approach. The recommendation from this group was to focus on changing the Executive Director (ED) role only, moving from one ED to a

Ecotrust

two-person co-directorship model. Although this is not a dramatic structural change and likely not the full shift that the organization is looking to achieve in the long-term, the group felt that it was a change that matches the organization's level of readiness and could be a bridge between the status quo (that is, a single ED model) and the next version of Ecotrust.

We recently pulled together a new group of staff and board members charged with co-creating position descriptions for two co-directors as well as recommending a process to hire the two co-directors, while building trust with staff and board. The group aims to have position descriptions finalized by August 31, 2022.

Selection Criteria:

- Experience working with similarly sized, mission-aligned nonprofits to recruit executive-level positions.
 - *Ecotrust is a 30-year old nonprofit organization with nearly 70 staff and an annual budget of approximately \$13 million. We have a diversified business model that relies on both contributed and earned income. Our work is oriented towards social and environmental justice.*
- Demonstrated success with recruiting for executive-level positions as measured by the quality, size, and diversity of candidate pools and candidate success and retention within the hiring organization. Experience or knowledge of hiring co-Executive Directors positions is not required, but preferred.
- Response to Equitable Contracting Questions: Complete Google form [linked here](#)
- Lived experience of inequities and/or a strong JEDI practice
- Estimated cost

RFQ Submission:

- Brief statement (less than ~500 words) about why your organization is well positioned to deliver on this assignment. This could include examples of past work, your own lived experience and/or JEDI practices.
- Equitable contracting questions (linked above)
- Estimated cost: We ask that you identify your commission rate and/or other fees associated with this potential work scope
- Estimated schedule for completing the recruitment of candidate for consideration by the board and staff

Additional Information

Please direct any questions to Keia Booker at kbooker@ecotrust.org and Stacey Sobell at ssobell@ecotrust.org. Note that Ecotrust's offices are closed on Fridays in the summer.