

ywca

A YWCA LEGACY

Wheeler was a driven young girl born in the Salween
of the Cherokee Nation, Indian Territory on October 2.
As a talented young author and poet, she entered the
Preparatory School at Ponkawa, now Northern Oklahoma
where she published two poems and an essay in her
publication, the *Crimson Rambler*. Her service to others
led into teaching in rural schools and eventually working
for the American Book Corporation in New Mexico in 1921 in

[illegible]

WASHINGTON D.C. /
REMOTE



MANEVA

ORGANIZATION OVERVIEW:



YWCA USA is a national organization on a mission to eliminate racism, empower women, and promote peace, justice, freedom, and dignity for all. One of the oldest and largest multicultural organizations promoting solutions to enhance the lives of women, girls, and families, YWCA USA has been at the forefront of the most critical social movements for more than 160 years, working on behalf of marginalized communities through advocacy, local programming, and services – from women’s empowerment and civil rights to affordable housing and pay equity, to violence prevention and health care.

Headquartered in Washington D.C., YWCA USA represents almost 200 member YWCAs nationwide. YWCA Member Associations work on the front lines of social change, responding to the specific needs of their communities while upholding the vision and aspiration of the national movement. Nationwide, YWCA services include a wide breadth of policy advocacy and social service programs that support the mission of eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all. YWCAs generate institutional change in three key areas: racial justice and civil rights; empowerment and economic advancement of women and girls; and health and safety of women and girls.

Through its affiliation with the World YWCA, YWCA USA is part of a global movement to elevate the status of ALL women and girls. The World YWCA works for women’s empowerment, leadership, and rights in more than 120 countries and 20,000 local communities. It is united by a shared vision that, by 2035, young women and girls will transform power structures to create justice, gender equality, and a world without violence and war, leading a sustainable YWCA movement inclusive of all women.

You can learn more at [ywca.org](https://www.ywca.org).



POSITION SUMMARY:

CHIEF OPERATING OFFICER

YWCA seeks a dynamic, highly effective Chief Operating Officer (COO), who will serve as a thought partner to the CEO and broader YWCA network to maximize its operational efficiency and effectiveness, which is critical to achieving its vision. The COO will be responsible for YWCA USA operational leadership. This will include implementing and enhancing shared services functions for HR, IT, Finances, and Real Estate & Facilities. The COO will focus their team on improving systems and operations with the goals of increased alignment, accountability, transparency, and the efficient allocation of resources as the senior team works to execute the organization's strategic direction.

The COO will play a key role in driving excellence across the YWCA:

- Promoting and fostering a best-in-class approach to professional development and leadership across the network.
- Working collaboratively to streamline and fortify improvements and efficiencies to the network's operating and service models to inspire a spirit of collaboration and cohesion, identify strategies to maintain high morale and facilitate unity around a common purpose, create an atmosphere that rewards initiative, as well as cross-departmental collaboration for results.
- Enhancing the network's software platforms, creating efficiencies across YWCA local associations to use technology to serve as a delivery mechanism for programs and training.
- Improving HR shared services for the network, including evaluating existing benefits and making changes as needed.
- Implementing best practices across the network for facilities usage and management.
- Fostering processes and systems to ensure financial sustainability and increase alignment and accountability against strategic goals.
- Achieving continuous improvement and potential innovation in operations.
- Supporting the Board of Directors along with members of the Leadership Team.



ESSENTIAL DUTIES:

TEAM PERFORMANCE AND CULTURE:

- Help drive progress on YWCA's internal equity and belonging agenda, with a focus on sustainable change and continuous learning.
- Demonstrate and champion an inclusive culture that promotes the professional development of all staff across the network.
- Serve as a key thought leader and champion internally for YWCA's culture, mission, and values
- Facilitate the ongoing development and management of a highly skilled professional staff; inspire a spirit of collaboration and cohesion; identify strategies to maintain high morale and facilitate unity around a common purpose; create an atmosphere that rewards initiative and cross-departmental collaboration.
- Lead efforts to unify people management functions under a shared services model that can be deployed in service to the network.
- Lead Finance, People and Culture, Operations and Real Estate teams.

OPERATIONS AND LEADERSHIP:

- Serve as a key champion for and implementor of the vision and goals outlined by the CEO and Board.
- Collaborate with senior leadership to execute YWCA's strategic direction with an eye to its mission.
- Serve as advisor and deputy to the CEO, synthesizing and bringing the perspectives of the CEO and staff to key decisions, including where opinions diverge. Act decisively in the absence of consensus and provide clear directions.
- Lead teams to support change processes necessary to maximize organizational effectiveness.
- Ensure clear communications about priorities and resource allocation required to incorporate work on new opportunities.
- Ensure that key functions are operating in conjunction with one another to maximize impact.
- Drive knowledge management activities and processes to improve quality and efficiency of operations.



ESSENTIAL DUTIES:

FISCAL RESPONSIBILITY:

- Oversee operating budget of \$15M, working closely with finance team to ensure excellent fiscal stewardship and transparency.
- Improve budgeting processes to be more strategic and forecasting.
- Support outsourced investment firm in managing organizational assets.
- Support board leadership, including Finance Chair, Audit Chair, and Investment Chair.

NETWORK INFRASTRUCTURE & ENGAGEMENT:

- Coordinate the retirement plan in partnership with YWCA Retirement Fund.
- Facilitate network understanding of real estate best practices, including facilities usage, ownership, and maintenance to ensure those assets remain beneficial to the network.
- Increase transparency and education around the use of membership fees.
- Work with network leadership to drive collaboration, generate new ideas, and support the strategic direction of the organization.



LEADERSHIP COMPETENCIES & PERSONAL CHARACTERISTICS

STRATEGIC OPERATOR & FINANCIAL LEADER

- Brings deep experience overseeing core business functions - finance, HR, IT, facilities, and compliance - with a strong track record in budgeting, forecasting, and long-term financial planning. Offers the rigor and insight needed to build out systems, policies, and infrastructure that enable stability and growth, particularly in resource-constrained or evolving environments.

EXECUTIVE PARTNER & ORGANIZATIONAL INTEGRATOR

- Acts as a true partner to the CEO, capable of turning vision into execution and driving day-to-day operations with autonomy and trust. Thrives as a second-in-command, setting priorities and ensuring accountability across teams. Supports executive-level coordination, internal communication, and strategic pacing to help the organization function cohesively.

CALM, FOCUSED LEADER IN COMPLEXITY

- Maintains clarity and composure in high-stakes moments, from navigating federal funding landscapes to responding to organizational crises. Demonstrates executive presence, political astuteness, and the judgment needed to manage complexity - internally with the Board and staff, and externally with partners like the Department of Housing and Urban Development and the Department of Health and Human Services.

BUILDER & CHANGE AGENT

- Excels in environments that require structure, innovation, and adaptability. Brings a builder's mindset to establish foundational tools, like standard operating procedures, employee handbooks, vendor systems, and event planning calendars, and leads teams through operational change with transparency, consistency, and care.

PEOPLE-CENTERED & EQUITY-GROUNDED MANAGER

- Leads with empathy, humility, and accountability. Skilled at developing high-performing teams, supporting VP-level leaders, and helping others grow through change. Committed to racial and gender equity in both philosophy and practice, with experience operationalizing values in people, systems, and culture.

MISSION-ALIGNED & NETWORK-SAVVY

- Deeply aligned with YWCA's mission to eliminate racism and empower women. Brings a nuanced understanding of how national offices support and collaborate with affiliates in a federated network. Ideally brings experience navigating membership models, coalitions, or national-local dynamics, with strong relationship management skills across diverse stakeholders.



COMPENSATION AND BENEFITS

Salary is based on a variety of factors including, but not limited to, skill set level and years of previous/applicable experience. **The salary range for this role is between \$200,000 - \$225,000**, and includes a generous employee benefits package including paid time off and health and wellness benefits.

This role is open to candidates in Washington D.C. / the DMV as well as remote candidates with occasional travel.

HOW TO EXPRESS INTEREST

To express your interest in this opportunity, please submit your resume and cover letter [here](#).

All inquiries and discussions will be handled with the utmost confidentiality. This position is available immediately, and applications will be reviewed on a rolling basis until the role is filled.

We look forward to receiving your inquiries!



ABOUT MANEVA GROUP

Maneva Group is a leading woman and minority owned executive search firm dedicated to connecting exceptional talent with organizations committed to making a meaningful impact. Through a consultative and client-focused approach, Maneva Group partners with mission-driven organizations to build transformative leadership teams.

Our name, Maneva, comes from the combination of two Sanskrit words: **"Mānav"** meaning mankind & **"Sevā"** meaning service. We are driven by the ideal of our name - **service to humanity**.