

# DIRECTOR OF OPERATIONS

## POSITION PROFILE

*Organization: **Beagle Freedom Project***

*Location: Remote- Based in US*



# **BEAGLE** **FREEDOM PROJECT**

At Beagle Freedom Project (BFP), we fight for a world where no animal suffers. As a world-leading animal rescue and advocacy nonprofit, we are dedicated to rescuing, rehabilitating, and rehoming animals exploited in research labs and other forms of cruelty. Since BFP's founding, we've given a second chance to more than 3,000 animals in 36 states and 8 countries. With sister organizations in France, Australia, and the UK, BFP's impact is global.

The work includes:

- Educating the public about animal testing and cruelty-free living through school programs and consumer tools like the Cruelty-Cutter app.
- Passing landmark legislation, including the Beagle Freedom Bill, which ensures lab animals are given a chance at adoption, and Lennon's Law, which phases out inhumane blood banks.
- Rescuing and rehoming thousands of animals—including dogs, cats, rabbits, guinea pigs, and more—from research labs, shelters, and the overseas dog meat trade.

Beagle Freedom's Project work goes beyond rescue—we are shaping laws, changing minds, and creating a future free from animal cruelty.

To learn more: <https://bfp.org/>



# THE OPPORTUNITY

Beagle Freedom Project is seeking a deeply compassionate and agile operational leader with a genuine commitment to ending animal testing and cruelty worldwide. As a hands-on and results-driven professional, the Director of Operations will play a critical role in helping the organization scale its impact while leading with integrity, purpose, and heart.

Reporting directly to the Vice President, the Director will oversee the daily operations and infrastructure needed to support a fully remote team of 14 and an annual budget of \$2 million. This includes managing core functions such as HR, payroll, procurement, policy implementation, budget oversight, development, advocacy campaigns, compliance, and community partnerships.

This is a highly dynamic role, ideal for someone who thrives in a fast-paced, grassroots environment and is equally comfortable rolling up their sleeves for everyday tasks as they are driving strategic initiatives. The scope of responsibilities is broad—ranging from staff performance evaluations and cultivating team culture to creating engaging social media content, coordinating rescue and transport logistics, handling mail, and serving as a public-facing representative with donors and partners.

The ideal candidate will bring demonstrated experience in building strong internal systems, fostering team accountability, and navigating complexity with confidence and care. Emotional intelligence is essential, particularly when guiding the team through difficult decisions regarding animal welfare. This leader will offer steady, compassionate support, helping staff process challenges, stay grounded, and remain mission-focused during emotionally intense moments.



# POSITION PROFILE

## **Operations and Team Leadership**

The Director of Operations will be a decisive, solutions-oriented leader who excels at managing complex, multi-state operations and a sanctuary with precision and agility. This person thrives in a fast-paced environment, bringing a hands-on approach to overseeing a remote team of 14 staff members and the day-to-day administrative functions that keep Beagle Freedom Project running smoothly. With direct oversight of Freedom Fields in Nowata, Oklahoma, including the on-site Operations Manager and team, this leader will build the organizational infrastructure needed to scale impact sustainably. Highly organized and proactive, the Director will bring clarity, accountability, and strategic focus to drive operational excellence across all facets of the organization.

## **Program Execution and Organizational Alignment**

This role is responsible for the execution and support of BFP's core programs, including rescue operations, advocacy campaigns, social media, the Cruelty Cutter app, and office initiatives. The Director will ensure these programs are delivered efficiently and consistently reflect BFP's tone, values, and identity. They will oversee all organizational communications—including website content, social media, email marketing, press releases, branding, and merchandise—to ensure unified messaging across platforms. Additionally, the Director will support the development and construction of the new rescue facility in Nowata, Oklahoma, along with the design and rollout of new programs at the site, managing vendor relationships, and training staff.

## **Culture and People Development**

The Director will help shape and uphold a healthy, mission-aligned organizational culture. This includes fostering collaboration, encouraging clear communication, and supporting staff through the emotionally complex work of animal rescue. The ideal candidate will be assertive and proactive, capable of taking initiative and bringing forward ideas that support team wellbeing, cohesion, and performance. They must model solution-oriented leadership, support team-wide problem-solving, and help maintain a culture of compassion, accountability, and respect.



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## **Financial Oversight, Compliance, and Legal Coordination**

In partnership with the Philanthropy Manager, bookkeeper, and Vice President, the Director will oversee budgeting, financial reporting, and donor acknowledgment processes. They will lead the financial strategy and oversight for both the organization and Freedom Fields. This role also ensures sound legal and risk management practices through strategic coordination and oversight. The Director will ensure compliance with charitable regulations and maintain operational alignment with BFP's strategic goals.

## **External Relations and Advocacy Support**

The Director of Operations will represent BFP in external settings including media, public events, and strategic partnerships. This individual should be comfortable with on-camera appearances and public speaking, serving as a credible and compelling representative of the organization. They will also support advocacy and legislative work, including lobbying, public education, crafting key messages, and engaging with stakeholders in Washington D.C. and other state-level venues. In collaboration with the Philanthropy Manager, the Director will help ensure that fundraising strategies are aligned with organizational priorities and operational needs.



# QUALIFICATIONS

The ideal candidate will bring a deep commitment to leading the fight against animal testing and the ability to operate seamlessly between hands-on operational work and big-picture strategic planning, while overseeing and driving the organization's overarching strategic goals.

A successful candidate will be a systems builder who, driven by metrics and goals, can streamline our organizational operations, effectively and efficiently direct operational budgets, improve fundraising efforts, direct our program strategy, and enhance engagement with media, the public, and supporting communities.

While it's understood that no single candidate will bring every single qualification, strong candidates will offer the following skills, characteristics, and experiences:

- Bachelor's Degree required; Advanced Degree preferred
- Minimum of 5+ years of progressive experience in nonprofit leadership or management/operations, preferably in animal welfare, rights, rescue, advocacy, or a related field. Experience in adjacent sectors such as environmental, food justice, or human rights advocacy is also valued, particularly where there is a demonstrated understanding of interconnected systems of compassion, justice, and impact.
- Demonstrates a high level of emotional intelligence (EQ), with strong self-awareness and the ability to navigate crucial conversations. Responds to the needs of others with empathy, understanding, and clarity in interpersonal relationships.
- Exhibits assertiveness and confidence in making difficult decisions, while balancing day-to-day responsibilities with ensuring the organization's strategic goals are successfully upheld and advanced in alignment with its mission.
- Resilient in solving unexpected problems as they arise while considering liability, precedence, financial implications, and other possible future impact to the organization.
- Excellent written and oral communication skills, with the ability to inspire and motivate others; comfortable leading team and departmental meetings, including regular group presentations and weekly calls.
- Strong support for or alignment with a vegetarian or vegan lifestyle is ideal.
- A candidate who actively embraces and practices a cruelty-free lifestyle, demonstrating a commitment to compassion and ethical choices.





# LOCATION, COMPENSATION, & BENEFITS

Beagle Freedom Project has remote team members based throughout United States, with concentrated teams in Los Angeles, CA, and Nowata, OK. The role involves up to 20% travel to program locations in both states, advocating for policy change, meeting with funders and politicians, and collaborating with the remote team.

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 \$75,000 – \$90,000 with a generous benefit package, including comprehensive dental, vision, and life insurance, a stipend towards the medical tier of your choice within the benefit plan, 10 days PTO, 12 paid holidays, 401k, and an Employee Assistance Program.

## HOW TO APPLY

[Maneva Group](#), a woman and minority owned national executive search firm that specializes in mission-driven searches, has been exclusively retained for this engagement. To express interest in this role, please submit your resume to this [Application Link](#).

All inquiries and discussions will be considered strictly confidential. This position is available immediately.



## 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.