

Executive Director Job Posting

About the East Side Freedom Library

East Side Freedom Library is a builder and connector in a community which has suffered from silos of interests, capital disinvestment, and political neglect over the years. Founded in 2013, ESFL uses our collections and our programs to bridge the common histories of the people of the East Side (immigrants, working class, people of color, people living in poverty, and much more) to a shared understanding of moving forward together. Our special collection of over 35,000 books and materials provides a basis for all our work. We use these as a framework to support our neighbors as they create new knowledge and action in our communities. Our mission is to mobilize community knowledge for **solidarity, justice, and equity** for all. Our work is designed to be intersectional, with each program area connecting to multiple resources and communities.



To Learn More About Us

Visit the [ESFL website](#) to get to know our community and programming.

POSITION PROFILE

The East Side Freedom Library (ESFL) is seeking a dynamic and visionary Executive Director to lead its next phase of growth. This key leadership role requires a strategic thinker who can serve as the **public face of the organization**, articulating its mission and vision with clarity and passion. The ideal candidate will be adept at navigating complex relationships and bringing diverse stakeholders—including the Board of Directors, staff, and community leaders—to the table with authenticity and intention. A deep, community-rooted background is essential, with a proven ability to build and maintain strong partnerships.

In addition to strong relational skills, the Executive Director must possess experience in **nonprofit management and operational oversight**. This includes a clear command of financial responsibilities such as budgeting, fundraising, and grant reporting. A commitment to an **equity framework** is crucial, as is the ability to be a strong, empowering manager who can delegate effectively. The successful candidate will also have excellent communication and listening skills, enabling them to convey the library's vision internally and externally while adeptly handling conflict in a constructive manner. We are seeking an Executive Director who can not only manage the day-to-day operations but also inspire and lead us in our mission to **mobilize community knowledge for solidarity, justice, and equity**. The ideal candidate will be a compassionate and collaborative leader who can **amplify marginalized voices** and work with our community to challenge dominant narratives.

This is a full-time exempt position reporting to the board of directors, with a starting salary range of \$90,000 - \$110,000 and competitive benefits (health insurance, dental & vision). The Executive Director currently supervises three direct reports on staff, and a small number of contractors. This is a hybrid (virtual and in person) role with some evenings & weekends. The Library is located on the East Side of St. Paul.

KEY RESPONSIBILITIES

- **Visionary & Strategic Leadership:** Serve as the public face of ESFL, articulating our purpose and vision with passion and conviction. We are seeking a forward-thinker who is comfortable with ambiguity, willing to take calculated risks, and lead our future growth in the fight for equity and justice.
- **Exceptional Relationship & Stakeholder Management:** Bring diverse stakeholders to the table, managing complex relationships with skill and commitment. You must have extensive experience

building relationships within diverse communities. This includes a commitment to creating partnerships that challenge dominant perspectives and advance collective solutions.

- **Partnership with the Board of Directors:** Commit to a collaborative partnership with the Board. You'll work in tandem with the Board, ensuring healthy role clarity and a shared approach to governance and strategy that advances the library's mission.
- **Demonstrated Commitment to Social Justice, Anti-Racism, Diversity, Equity, and Inclusion (DEI):** Actively practice advancing social justice, anti-racism and DEI principles. We're looking for a leader who has a proven track record of these values in all aspects of their work, from programming to internal operations, fostering an environment where all community members feel seen and heard.
- **Proven Operational & Organizational Management:** Demonstrate experience successfully managing a nonprofit, including financial oversight, fundraising, budget management, and grant reporting. As a strong and empowering supervisor, you will use an equity framework and delegate to staff and volunteers
- **Strong Communication & Conflict Resolution:** Possess excellent and clear communication skills to convey the library's vision both internally and externally. You should be adept at dealing with conflict constructively and have strong listening skills for building and maintaining community relationships.

QUALIFICATIONS

1. 5+ years of non-profit, or similar, leadership and management experience overseeing programs, strategy and a diverse staff
2. Proven experience in effectively communicating and engaging community members and others around a compelling and inspired vision and sense of purpose
3. Demonstrated intercultural competency skills and experience working cross-culturally, with a clear commitment to incorporating the principles of anti-racism, diversity, equity and inclusion into your work and the work of an organization
4. Experience managing budgets, including working with local, county and state grants.
5. Experience creating and maintaining an empowered work culture and providing leadership and direction to staff
6. Experience working in partnership and collaboration with other leaders and partners to move a shared agenda forward
7. Experience supporting a Board of Directors
8. Strategic, future-oriented thinking with the ability to anticipate and navigate challenging situations

TO APPLY

Send one PDF document containing a cover letter and resume to admin@mightyconsulting.org. The position will remain open until filled, submit materials by September 14th to be considered in the first screening round.

- Your Cover Letter Should Address:
 - Why you are interested in being the next East Side Freedom Library Executive Director.
 - How your experience has prepared you to lead an organization through challenging times.
 - Your approach to building relationships with a diverse array of stakeholders.

The East Side Freedom Library is dedicated to cultivating a staff and volunteer team that mirrors the diverse and vibrant communities we partner with and are a part of. We believe that a personal commitment to our mission and a desire to learn are as important as professional experience. We strongly encourage applications from all backgrounds and welcome submissions from community members who are interested in the position but may not meet all the listed criteria.

Questions? Contact Interim Executive Director Alissa Light at alissa@eastsidefreedomlibrary.org