

Partnerships for Trauma Recovery (PTR)

Executive Director

The Board seeks a fundraising chief executive with a strong track record leading organizations providing supportive services to individuals and families.

[Partnerships for Trauma Recovery \(PTR\)](#) was founded in 2015 and is dedicated to supporting those living in the San Francisco Bay Area who have experienced trauma due to war, torture, persecution, violence and other forms of harm.

PTR provides comprehensive mental health services, often through trained interpreters, and delivers counseling and emotional support that honors the cultural and contextual backgrounds of the individuals and families served. As PTR clients rebuild their lives and find stability in new communities, they benefit from care that is both trauma-informed and culturally responsive.

In today's challenging social and political climate, immigrants, asylum seekers, refugees and those from linguistically diverse backgrounds face heightened stress and barriers to wellbeing. PTR plays a vital role in fostering healing, resilience and mental health among those navigating displacement and resettlement.

PTR is based in Berkeley CA, has an annual budget of \$2m (90% of which is funded by government grants), 18 staff and 19 on-call interpreters, and a nine person Board.

THE ROLE

The Executive Director will financially strengthen PTR and lead the organization into its next phase of growth and community impact. This leader's top priority is to design and implement a robust major gifts program that diversifies revenue by securing support from individual, foundation, and corporate donors. This will be an organization-wide effort, engaging both Board and staff in a shared commitment to resource development.

Reporting to the Board, the Executive Director provides overall leadership, vision, and strategic direction for PTR's programs, partnerships and advocacy, overseeing all aspects of the organization. This includes all fundraising, program delivery, financial management and management of staff.

The Executive Director will grow PTR in service to its clients, taking into account available funding for delivery of trauma-informed mental health services. In collaboration with staff and the Board, the Executive Director will highlight the impact and reach of PTR's work, articulate its value proposition to donors and partners, and act as a public advocate for the individuals and families served, both in person and online.

Success in the first 18 months in the role will be defined by visible progress in three key areas:

- **Build Relationships:** Establish strong, trusted connections with the Board, staff, funders, community leaders, partners, clients, and media—while ensuring smooth day-to-day operations and effective service delivery.
- **Strengthen Funding:** Secure sustainable, diversified revenue streams to position PTR for growth. This includes cultivating and stewarding major donors and implementing a comprehensive fund development strategy.

- **Expand Impact:** Develop a clear strategy to expand PTR's reach, programs, team and infrastructure in alignment with community needs and operating capacity.

Within the first 90 days, the Executive Director will collaborate with the Board and staff to develop a comprehensive three-year strategic and management plan with defined goals and measurable success metrics.

This role requires in-person leadership at the Berkeley office, with responsibilities that include:

LEADERSHIP & VISION

- Ensure PTR's operations and programs are effectively managed, mission-aligned, and professionally administered, maintaining a strong and efficient organizational foundation.
- Anticipate and address challenges to PTR's growth and evolution, incorporating input from the Board, staff, stakeholders and communities served.

FUNDRAISING & MARKETING

- Collaborate with the Board to strengthen and diversify PTR's funding base, setting clear goals and strategies across donor and funding segments.
- Lead an inclusive fundraising strategy involving Board and staff to deepen engagement with current supporters and expand the donor base through targeted cultivation, solicitation, and stewardship activities.
- Identify and pursue new funding opportunities aligned with PTR's mission while anticipating and mitigating potential risks to revenue stability.
- Enhance PTR's visibility and brand through clear, consistent communications and marketing that reflect the organization's mission and values.
- Serve as PTR's lead spokesperson—representing the organization with authenticity and credibility in the community and with funders, partners, and stakeholders through events, partnerships, and media engagement.

FINANCIAL & GENERAL MANAGEMENT

- Partner with the Board and staff to develop and manage the annual budget, ensuring PTR's fiscal health and alignment with Board-approved policies and strategic priorities.
- Ensure that financial accounting and controls are robust; monitor financial performance against budget and plans; align programmatic objectives with available resources; and develop both short- and long-term financial strategies to support growth and sustainability.
- Oversee staff recruitment, retention, and performance management to maintain a balanced, diverse, and mission-aligned team. Foster a culture of mentorship and professional development that strengthens organizational capacity.
- Ensure compliance with all legal, regulatory, and contractual requirements, and maintain accurate, secure organizational and financial records.

PROGRAMS AND SERVICES

- Ensure that PTR's clinical and supportive programs meet the highest standards of trauma-informed care, advancing quality improvement and measuring outcomes for impact and reach.
- Guide evolution of PTR's programs by identifying emerging needs, refining service delivery models, and aligning programs with budget, staffing, and strategic goals.
- Promote innovation and excellence in program design and delivery, positioning PTR as a recognized leader in culturally responsive, trauma-informed mental health care.
- Share insights and best practices internally and externally to strengthen PTR's reputation as a thought leader in the field and as an organization known for compassionate, high-quality service.

BOARD RELATIONS

- Build and maintain a strong, trusting partnership with the Board through clear, consistent communication on key organizational priorities and developments.
- Partner with the Board Chair and Executive Committee to implement policies, goals, and strategic objectives that advance PTR's mission and impact; help to recruit new Board members.
- Encourage active Board participation in fundraising, advocacy, and organizational initiatives to strengthen PTR's reach and sustainability.

IDEAL EXPERIENCE

The Executive Director will be an accomplished executive with mental health, psychotherapy, supportive service delivery and/or equivalent experience, and a deep commitment to PTR's mission. A combination of the following experiences and qualifications will be considered:

- **Proven Executive Leadership:** Senior-level experience as an Executive Director or division head, with a record of achievement in fundraising, financial management, program oversight, and team leadership.
- **Fundraising Excellence:** Demonstrated success in securing philanthropic support from individuals, foundations, and corporations, and confidence in cultivating and stewarding major donors.
- **Collaborative Relationship Builder:** Experience working effectively with diverse partners, including community advocates, educators, clinicians, funders, government representatives, media, and clients.
- **Exceptional Communicator:** Outstanding oral and written communication skills, with the ability to engage diverse audiences, foster dialogue, and represent PTR with clarity and integrity.
- **Sector Understanding:** Background or familiarity with mental health, behavioral health, or trauma recovery environments preferred; credentials such as LCSW, LMFT, PsyD, or PhD are advantageous but not required.

PERSONAL CHARACTERISTICS

The successful candidate will be a collaborative, mission-driven leader who demonstrates:

- **Integrity and Trust:** Straightforward, transparent, and respectful; a leader who inspires confidence and models honesty and accountability.
- **Decisive, Strategic Leadership:** Resourceful and thoughtful, with the judgment to make sound decisions and the sensitivity to earn the trust of staff and Board alike.
- **Strong Team Orientation:** A motivating and supportive manager who values collaboration, empowers others, and builds cohesive, high-performing teams.
- **Results Focus:** Organized, accountable, and action-oriented; adept at balancing strategic priorities with hands-on execution.
- **Emotional Intelligence:** A grounded, mature professional who approaches challenges with composure, empathy, and a sense of humor.

The compensation range for this role is \$150,000 - \$200,000.

To apply, nominate another, or for more information, please contact:

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