

OPPORTUNITY
PROFILE

EXECUTIVE DIRECTOR

Lead the next era of disability rights
advocacy in Virginia.

disAbility Law Center of Virginia

Richmond, Virginia



**JUSTICE.
INCLUSION.
COLLABORATION.
COURAGE.**

A statewide leadership opportunity for a
disability rights attorney or nonprofit
executive ready to make a lasting impact.

Presented by



THE OPPORTUNITY

A rare platform to pair legal advocacy, executive leadership and statewide impact.

WHY THIS ROLE MATTERS

STATEWIDE IMPACT

Guide Virginia’s designated Protection and Advocacy organization and advance the rights, independence and self-determination of people with disabilities.

MISSION + LEADERSHIP

Bring disability rights expertise or nonprofit executive leadership to a role spanning strategy, people, policy, fundraising and public representation.

STRONG FOUNDATION

Partner with an engaged Board and an experienced team committed to legal advocacy, systemic change and direct representation.

This is a chance to shape the next chapter of disability rights in Virginia.

The next Executive Director will lead with purpose, build on a respected legacy and create the conditions for staff, Board members and partners to deliver even greater impact.

ABOUT dLCV

Protecting the legal, human and civil rights of Virginians with disabilities.

JUSTICE. INCLUSION. COLLABORATION. COURAGE.

The disAbility Law Center of Virginia is the designated Protection and Advocacy organization for the Commonwealth of Virginia. Using federal grant funding, dLCV assists clients with disability-related problems including abuse, neglect and discrimination. Its work reaches people living in institutions and in the community and includes legal services, direct representation, information and self-advocacy resources.

dLCV's work combines individual advocacy with systemic change across the Commonwealth.

MISSION

To advance independence, choice and self-determination; protect legal, human and civil rights; and eliminate abuse, neglect and discrimination of people with disabilities through zealous and uncompromising legal advocacy and representation.

VISION

A Commonwealth free of legal barriers for individuals with disabilities.

[VISIT dLCV.ORG](https://www.dlcva.org)

A PLATFORM FOR IMPACT

Direct service, legal advocacy, education and systemic change.

HOW dLCV SERVES

GET HELP

Support for disability-related legal rights concerns, including abuse, neglect and discrimination.

LEGAL ADVOCACY

Legal services and direct representation as resources allow.

RESOURCES

Materials that help people understand their rights and advocate for themselves or others.

SYSTEMIC CHANGE

Advocacy designed to improve policies, practices and outcomes beyond a single case.

The leadership mandate: protect rights today while building durable systems for tomorrow.

THE LEADERSHIP MANDATE

Position Summary

The Executive Director (ED) is responsible for the strategic leadership and organizational direction of dLCV, ensuring high-performing service programs, sustainable fundraising, and effective business operations. Areas of responsibility include management and administration, fiscal oversight, personnel leadership, Board relations, and public relations and representation. This is a full-time position, hired by and directly accountable to the dLCV Board of Directors.

WHAT SUCCESS REQUIRES

STRATEGIC LEADERSHIP

Set priorities, align programs and operations, and adapt to emerging opportunities and challenges.

TRUSTED PARTNERSHIP

Work effectively with staff, the Board, advisory members, funders and community stakeholders.

VISIBLE ADVOCACY

Represent dLCV with government, coalitions, the media and communities across Virginia.

EXECUTIVE DIRECTOR REQUIREMENTS

The Executive Director will:

- Possess legal or disability rights expertise.
- Preferred: Be an attorney in good standing with a license to practice law in Virginia or become licensed within one year of hire; or
- Demonstrate expertise in Virginia and federal laws, regulations, and systems affecting individuals with disabilities, along with experience leading an organization focused on protecting civil rights.
- Provide strategic leadership and empower staff, the Board, PAIMI Advisory Council members, and other stakeholders in carrying out dLCV's mission.
- Demonstrate exceptional communication skills across written, verbal, digital, and public-facing platforms. Effectively articulate dLCV's mission, priorities, and impact to individuals with disabilities, staff, Board members, elected officials, funders, community partners, the media, and the public. Use compelling storytelling and data-informed messaging to build understanding, support, and engagement.
- Demonstrate the ability to lead and support revenue diversification and fundraising strategies.
- Demonstrate the ability to evaluate and interpret legislation, regulations, public policy, and emerging trends affecting individuals with disabilities and to guide organizational policy strategy, advocacy priorities, and stakeholder engagement efforts. Effectively influence policy discussions and advance systemic change consistent with dLCV's mission.
- Manage a structured leadership system within a diverse and dynamic organization, including staff, interns, externs, and volunteers, through delegation, accountability, and effective organizational systems.
- Be available to work additional time outside normal business hours.
- Maintain a consistent presence in Richmond, Virginia, to support engagement with state agencies, legislators, stakeholders, coalition partners, and community leaders. Candidates should reside in or be willing to relocate to the Richmond area within an agreed-upon timeframe.
- Be able to travel within and, when necessary, outside of the state.
- Have a demonstrated commitment to the rights of all persons with disabilities, inclusion, accessibility, and social justice. Lived experience highly valued.

RESPONSIBILITIES

1. Strategic Leadership, Management and Administration

- Ensure programs, services, and organizational initiatives are effectively led, appropriately resourced, and aligned with dLCV's mission, strategic priorities, and performance goals.
- Maintain and develop organizational goals and objectives for Board approval consistent with dLCV's mission and vision.
- Lead and steward an ongoing strategic planning process that establishes organizational priorities, measures progress and adapts to emerging opportunities and challenges.
- Ensure compliance with public and private funding sources and all regulatory requirements.
- Develop operational policies for Board approval, implement them, and recommend improvements as necessary.
- Maintain a system of information-gathering and analysis to provide information for evaluation of the organization's activities.

2. Fiscal

- Lead the organization's revenue diversification and fundraising strategy, including cultivating philanthropic partnerships and expanding non-federal funding sources to support long-term sustainability.
- In collaboration with the Senior Management Team, develop, recommend, and monitor all budgets.
- In conjunction with the Treasurer and Finance Committee, ensure prompt and effective audits, monitoring, and fiscal controls, including the annual independent audit.
- Submit monthly financial statements to the Treasurer and quarterly financial statements to the Board.
- Approve expenditures and contractual agreements.
- In conjunction with the Senior Management Team and designated program and development leaders, oversee the preparation and submission of grant applications, funding proposals, and all required financial and programmatic reports.

RESPONSIBILITIES

3. Personnel

- In collaboration with the Senior Management Team, develop, implement, and recommend improvements to personnel policies for Board approval that support organizational effectiveness, compliance, accessibility, and employee engagement.
- Ensure personnel decisions, employment practices, and labor relations comply with applicable laws, organizational policies, and collective bargaining agreements while fostering collaborative relationships with employee representatives.
- In conjunction with the Senior Management Team, maintain systems for supervision, performance evaluation, professional development, succession planning, and training that promote accountability, growth, and organizational excellence.
- Oversee talent acquisition and leadership recruitment strategies, ensuring equitable hiring practices and supporting senior leaders in the selection, onboarding, and retention of high-performing employees.
- Promote staff wellbeing, accessibility, and inclusive workplace practices.
- Ensure transparent and equitable performance management systems.

4. Board Relations

- With direction from the Board, establish annual goals to guide workload and time management. Goals may be adjusted in response to changing needs and circumstances.
- Participate in and support the Board's annual evaluation process for the Executive Director, demonstrating accountability to organizational goals, mission, vision, values, and applicable grant requirements.
- Work with the Board, Foundation, and other relevant organizations to raise funds and engage in diverse resource development.
- Assist the Board President and Executive Committee in preparing agendas and materials for Board meetings.
- Initiate and assist in developing policy recommendations and organizational priorities.
- Facilitate orientation for new Board members.
- In collaboration with Board leadership, provide staff support to Board committees and ensure committee activities align with bylaws, governance practices, and organizational priorities.
- In accordance with Board policy, regularly report to the Board on organizational progress and performance related to established goals and objectives.

RESPONSIBILITIES

5. Public Relations and Representation

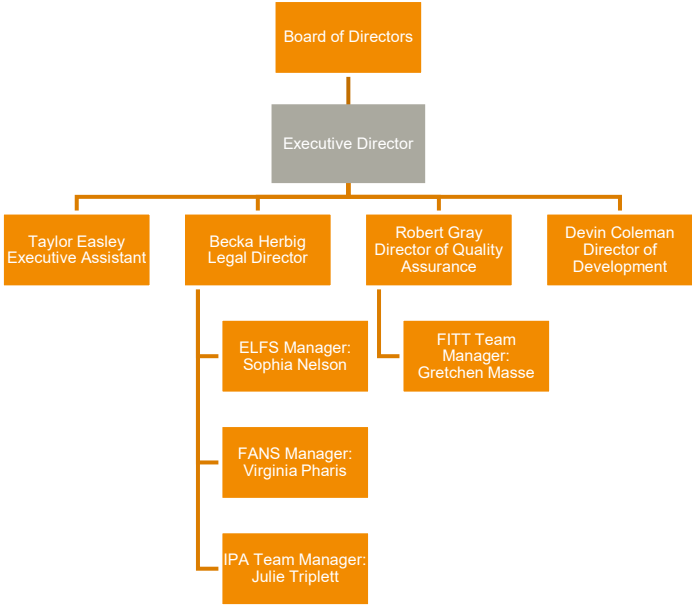
- Coordinate representation of dLCV with legislative, executive, regulatory, stakeholder, and community groups.
- Educate those groups in accordance with statutory requirements and dLCV's mission and vision.
- Lead and coordinate dLCV's legislative and public policy engagement efforts, building relationships with governmental officials, coalition partners, and stakeholders to advance disability rights and systems change, consistent with applicable funding restrictions.
- Direct and assist with appropriate representation of dLCV by Board members, staff, interns, externs, and volunteers.

The Executive Director serves as a visible, credible voice for disability rights across Virginia.

A STRONG TEAM. AN ENGAGED BOARD.

Leadership succeeds through partnership, clarity and shared commitment.

THE TEAM



THE BOARD

The Executive Director is hired by and directly accountable to the Board of Directors and partners with Board leadership, the Treasurer, Finance Committee, Executive Committee and other Board committees.

Board of Directors

The next leader will inherit committed partners and the opportunity to strengthen alignment, trust and organizational excellence.

LIVE AND LEAD IN RICHMOND

A great quality of life alongside a high-impact statewide leadership role.

- Build relationships with state agencies, legislators, coalition partners and community leaders.
- Lead from Virginia's capital while serving communities across the Commonwealth.
- Enjoy a leadership opportunity that combines purpose, professional challenge and quality of life.

Richmond is a vibrant city where history, creativity, and culture intersect. Murals brighten neighborhood streets, from the Fan District—named one of *Southern Living's* Best Neighborhoods—to bustling local shops, restaurants, and markets. Major museums, including the Virginia Museum of Fine Arts, draw national attention, while a thriving food scene earned Richmond a spot on *National Geographic's* list of the world's top destinations for food.

The James River runs through the heart of the city, offering whitewater rafting, biking along the Virginia Capital Trail, and relaxed afternoons on the river rocks. Richmond blends walkable historic charm with emerging nightlife, craft breweries, and a lively arts and music scene. With deep roots in American history, striking architecture, and a growing creative community, Richmond offers a dynamic mix of old and new—and an exceptional quality of life.

TOTAL REWARDS

A competitive package combining salary, paid time off, retirement savings and employer-paid protection.

TARGET SALARY RANGE

\$175,000–\$200,000

Monthly travel stipend\$200

\$2,400 annual value

RETIREMENT

401(k) Match

50% match on the first 6% of salary contributed

HEALTH

80% Paid

dLCV covers 80% of medical premium*

DENTAL + VISION

85% Paid

dLCV covers 85% of premiums

PAID TIME OFF

3 Weeks PTO

Plus 13 paid holidays each year

LIFE INSURANCE

100% Paid

Full premium paid by dLCV

DISABILITY

100% Paid

Short-term and long-term coverage

WORK LIFE BALANCE

35 hour work week

13 PAID HOLIDAYS

New Year’s Day • Martin Luther King Jr. Day • Presidents Day • Memorial Day • Juneteenth • Independence Day • Labor Day
Indigenous Peoples Day • Veterans Day • Thanksgiving Day • Day after Thanksgiving • Christmas Eve • Christmas Day

**Medical premium varies based on age and dependent coverage.*

EMPLOYER-PAID PROTECTION

Medical, dental, vision, life insurance, and short- and long-term disability coverage help create a well-rounded executive benefits package.

SEARCH PROCESS AND TIMELINE

A structured, transparent process designed to identify and secure dLCV's next Executive Director by March 1.

SEARCH COMMITTEE

Sean Campbell Chair of the Committee and Past-President Powhatan, VA	Evan Wrinkle Vice President of the Board Quinton, VA	Bolor Amarsanaa Treasurer Reston, VA	Cecily Rodriguez Board Member Richmond, VA	Angela Thanyachareon Board Member Fairfax Station, VA	 Rebecca Herbig dLCV Legal Director Henrico, VA	 Devin Coleman dLCV Director of External Relations Chesterfield, VA
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SEARCH SCHEDULE



TARGET START DATE **March 1, 2027** New Executive Director begins overlap *Outgoing Executive Director retires April 1, 2027*

READY TO MAKE A STATEWIDE IMPACT?

dLCV is seeking a leader who can pair disability rights credibility with the executive capacity to lead people, programs, policy, finance and external relationships.



**Executive search led by Sarah Gobble
Fahrenheit Advisors**

sarah.gobble@fahrenheitadvisors.com |

LEARN MORE

[VIEW THE POSITION + APPLY](#)

[EXPLORE dLCV](#)

[REVIEW THE 2024 ANNUAL REPORT](#)

[REVIEW THE FORM 990](#)