



L'Arche Twin Cities Executive Director – Role Description

The mission of L'Arche Twin Cities is to create a place of belonging that is rooted in mutual, authentic relationships. Through collective vulnerability, openness, and deep reflection, we are building an intentional community focused on the inclusion of adults with intellectual and developmental disabilities, which respects and embraces differences. By recognizing the inherent dignity and worth of all people, we strive to be a dynamic movement for radical inclusion.

The Executive Director of L'Arche Twin Cities will guide the community to realize our mission in three impact areas: Inclusive Community, Broad Impact, and Service Innovation, as established in the 2023-2026 Founding Mandate (included below). This leader will administer all daily operations to meet financial, legal, and care quality standards as defined by local and national authorities. The Executive Director will be accountable to the L'Arche Twin Cities Board of Directors and will work collaboratively with the Federation of L'Arche regionally, nationally, and internationally.

L'Arche acknowledges and honors the fundamental value and dignity of all individuals. We pledge ourselves to creating and maintaining a safe environment that respects diverse traditions, identities, and experiences.

Core Responsibilities- As the leader forming L'Arche Twin Cities, the Executive Director will:

- Establish a calendar of community gatherings and events that are intended to foster the wellbeing and connectedness of our community members, as well as serve as an open invitation to the broader metro area.
- Ensure inclusive structures and practices are in place that empower constituents and participants of L'Arche Twin Cities, promoting community-driven leadership.
- Implement a development strategy that ensures mission sustainability, outreach to new community partners, and nurturing existing relationships, with the aim of funding a community gathering space.
- Be a thought-leader in terms of revolutionizing the traditional L'Arche support model by collaborating with other leaders and researchers to expand what it means to be community.
- Seek opportunities for L'Arche to be the embodiment of community.
- Develop and implement a pilot neighborhood model of service provision.
- Obtain and maintain a Home and Community Based Service License to provide in-home supports.
- Nurture natural supports from long-term friends of the community and support participants in making new friendships outside of families and L'Arche.
- Develop and promote a formation and training plan for Personal Care Assistants to establish an ethos and quality of care.
- Recruit, supervise, and evaluate initial direct support professionals of L'Arche Twin Cities.
- Develop a process for discerning and welcoming people living with disabilities into receiving services provided by L'Arche Twin Cities and oversee the development and implementation of a Person-Centered Plan for each person served.
- Staff and support the Board of Directors of L'Arche Twin Cities in the creation and implementation of policy, procedures, strategy, and fundraising.



Required Qualifications:

- Desire to know and experience L'Arche Community Life
- Ability and willingness to work collaboratively with others at all levels, including community leaders, stakeholders, donors, volunteers and participants
- Bachelor's Degree, preferably in a related field, or the ability to translate work or life experiences to the mission of L'Arche Twin Cities
- Strong fundraising and development experience
- Excellent communication and listening skills
- Demonstrated proficiency using technology
- Experience creating operating budgets and expense management

Desired Skills & Experience:

- Leadership experience in a growing nonprofit
- 5+ years working with persons with intellectual/developmental or other disabilities (I/DD)
- Master's Degree in Public Administration, Social Work, Education, or a related field
- Experience managing staff
- Fundraising experience with capital campaigns
- Understanding of services and funding streams available to individuals with I/DD, and willingness to learn the process of becoming a licensed provider and maintaining a license
- Demonstrated proficiency using communications platforms, fundraising software, and in database management and information security

A successful candidate for this role will possess:

- Personal qualities of compassion, courage, integrity, and humility
- Ability to acknowledge personal limits and a willingness to ask for help
- Ability to be at ease with ambiguity and challenge
- Openness and respect for people of all backgrounds, ethnicities, and religious beliefs

Compensation \$55,000-62,000 commensurate with experience, with a competitive benefits package, including health/dental/vision, retirement, and paid time off (for full-time position; a part-time position may be negotiated/prorated). Some travel is expected in this role for continuing education and building connection with other L'Arche communities. Possibility of some remote work may be negotiated.

Position open until filled. To apply: Submit your resume and cover letter outlining your interest in joining this community as our Founding Executive Director by emailing tmarquis@larcheusa.org.

L'Arche is an Equal Employment Opportunity Employer and will accept applications, hire qualified applicants, administer all terms and conditions of employment, and make available all benefits and compensations of employment without regard to race, color, creed, religion, sex, including gender identity/expression, sexual orientation, marital status, familial orientation, status with regard to public assistance, membership or activity in a local commission, national origin, disability, or age, except when based on a bona fide occupational qualification. L'Arche complies with all applicable federal, state, and local laws with regard to equal employment opportunity.



L'Arche Twin Cities Mandate: July 2023 - June 2026

L'Arche Twin Cities is a network of people with and without disabilities seeking to create experiences of belonging that are rooted in mutual, authentic relationships, who are fostering an inclusive community through our connections and regular gatherings with each other. We are working toward bringing an innovative model of L'Arche and sharing life across differences into being. This mandate outlines our founding vision over the next three years as our nonprofit organization hires our first executive director, seeks to grow in impact throughout the Twin Cities, and begins to provide in-home supports to people with disabilities living in their choice of housing.

Fostering Inclusive Community

- Establish a rhythm and frequency for a diverse offering of community gatherings/events that grows our intentional community focused on the inclusion of adults with I/DD across the seven-county metro area.
- Create spaces for authentic sharing that allows participants to be known and know others in a way that allows each person to deepen their personal life and claim their inherent worth and dignity through human connections and relationships across difference.
- Ensure inclusive structures and practices are in place to empower the constituents and participants of L'Arche Twin Cities to have voice and consultation in the leadership of the community.

Broadening our Impact

- Draft and deploy a development strategy that ensures mission sustainability, outreach to new community partners, fostering existing relationships, as well as funding a L'Arche Twin Cities Gathering space.
- Revolutionize the traditional L'Arche support model by becoming a hub for innovation. Invite thinkers and researchers in this space to share knowledge and expand our thinking of what it means to be community.
- Seek opportunities for L'Arche to embody the spirit of belonging and community in the surrounding neighborhood. Seek opportunities for the L'Arche community to be interwoven into the community tapestry.

Innovating a new Service Provision Model

- Establish alternative housing models to group homes that are flexible, affordable, and person-centered, chosen by the individual with intellectual disability.
 - Obtain a Home and Community Based Service License to provide in-home supports.
 - Pilot a neighborhood model of service provision, possibly in Ramsey County.
 - Encourage natural supports from long-term friends of community and support participants to make new friendships outside of families and L'Arche.
- Develop and promote a formation and training plan for personal care assistants and start a database of endorsed caregivers to empower future adults with intellectual disabilities to have choice in their care.
- Align with best practices in the field for promoting safety, wellbeing, and self-determination.