

Managing Director Jaydot



Status: Full-time, exempt employee
Salary: \$120,000 - \$125,000
Location: Washington, DC
Deadline: Apply by early December for best consideration.

About Jaydot

Jaydot is a mission-based social enterprise focused on creating affordable housing solutions for people in the Washington, DC area, particularly those who have experienced homelessness. Its mission is to create innovative, high-quality housing solutions that address the needs of those impacted by social inequity. Jaydot operates from the belief that housing is a human right, homelessness is a solvable problem, and an equitable, human-centered, trauma-informed system can be created in which housing solutions are readily adapted to meet the needs of the people served.

Jaydot consults with nonprofits, for-profit developers, and government agencies on a range of housing-related services, including developing new affordable housing and case management services. Services align with "Housing First" models, minimizing barriers to entry for residents. Key programmatic areas include:

- **Permanent Supportive Housing (PSH) Case Management.** As a PSH provider with the DC Department of Human Services, working with 200+ DC individuals and families to secure and maintain stable housing, access essential services, and achieve their personal goals.
- **PSH and Affordable Housing Development.** As lead consultant on multiple affordable and supportive housing developments across DC, guiding both nonprofit and for-profit developers through DC processes and project stages.
- **PSH Lease-Up Coordination.** As a partner with developers, nonprofits, property managers, and DC agencies, helping residents exiting homelessness to quickly move into housing. Efficient coordination of over 300 PSH lease-ups to date.
- **Resident Services.** As a provider of resident services to over 700 DC residents across five properties, collaborating with property management and local partners to support social programming, access to resources, and neighborhood integration.

Learn more about Jaydot's work at www.jaydot.org/about-us.

Leadership Opportunity

Now in its eighth year, Jaydot seeks a values-driven and entrepreneurial Managing Director to join its team. A new role for the company, the Managing Director will provide executive leadership for the company's operations, programs, and external relations. In close collaboration with the company's owner and Principal, they will play a critical role in leading the company: centering Jaydot's compassionate team culture, strengthening operations, mentoring and growing the expertise of staff, deepening partnerships, and positioning Jaydot for continued growth and impact.

The Managing Director will be responsible for a \$3 million budget, with a diverse revenue mix from both government and fee-for-service contracts. They report to and work closely with the Principal and supervise the Director of Programs and Director of Operations, with overall responsibility for a current team of 22 full-time staff members.

With the talented Jaydot team, the Managing Director ensures alignment between programs and operations to deliver effective, high-quality services to clients and residents. They will implement a forward-looking strategy that elevates Jaydot's mission and values, and will continue to build and update the systems and team capacity needed for sustainable growth.

As a visible ambassador for Jaydot, the Managing Director will cultivate strong relationships with current nonprofit partners, developers, and DC agencies while elevating its profile as a trusted, solutions-oriented partner. They will take an entrepreneurial approach to sustaining and enhancing Jaydot's programs and contracts, continuing to build a strong network of partners, and ensuring that existing collaborations continue to deliver high-quality, impactful housing solutions across DC.

This is an opportunity for an experienced and mission-driven leader to shape the next chapter of a dynamic, founder-led company that is making a tangible difference in the lives of hundreds of DC residents each year. Key responsibilities include:

Strategic Leadership

- Partner with the Principal to shape and implement a forward-looking strategy aligned with Jaydot's mission, values, and community needs.
- Refine company goals and key performance indicators; monitor progress and adapt plans, as needed.
- Oversee Jaydot's financial health, including goal setting, budgeting, forecasting, and expense management.
- Lead, develop, mentor, and retain a high-performing team that values communication, respect, humility, and dignity for all people.
- Champion a supportive and inclusive culture throughout the company.
- Identify, evaluate, and pursue new contracts to expand Jaydot's community impact.

Finance and Operations

- Supervise and support the Director of Operations in carrying out the day-to-day operations, including HR, financial management, and legal and regulatory compliance.
- Direct long-range financial analysis, review trends, and engage the Principal in discussions about financial planning.
- Guide budgeting and ensure DC government contracts and reports meet requirements.
- Monitor and evaluate program performance to ensure effective service delivery.
- Maintain policies, procedures, and technology that enable efficient workflow and decision-making.
- Ensure compliance with all legal, financial, and contractual obligations.

Programs

- Supervise and support the Director of Programs in overseeing PSH and Resident Services teams to ensure high-quality service delivery and program outcomes.
- Provide guidance and leadership in resolving programmatic challenges and managing escalations with staff, partners, and residents.
- Collaborate with program leadership to strengthen systems, policies, and practices that promote consistency and accountability across sites.

- Monitor program performance and impact, using data and feedback to inform continuous improvement and decision-making.
- Partner with the Principal to identify and assess new programmatic opportunities that align with Jaydot's mission and strategic direction.

External Relations

- Cultivate and manage relationships with nonprofit partners, developers, DC agencies, and residents to ensure effective service delivery and collaborative housing solutions.
- Elevate Jaydot's visibility as a trusted program service delivery leader.
- Liaise with government agencies and housing system partners.
- Represent Jaydot in coalitions, public forums, and industry partnerships.

Experience, Skills, and Qualities

This position will be a challenging and rewarding opportunity that requires a diverse set of skills and experiences. While we understand that no single candidate can possess every qualification listed below, the following are priority areas.

- 7+ years of progressive leadership experience within nonprofit, public sector, or small business settings.
- A mission-driven mindset, with a passion for ending homelessness and centering those with lived experience in that pursuit.
- Demonstrated entrepreneurial mindset with the ability to take initiative and solve problems creatively.
- Excellent business acumen, including experience with budgeting, financial management, human resources, contracts, and legal compliance.
- A significant supervisory record, including coaching leaders, developing high-performing teams, and setting an inclusive, positive workplace culture.
- A successful record implementing strategy, setting goal frameworks, developing action-oriented budgets, and designing outcome measurements.
- Experience building and maintaining long-term relationships with a diverse range of audiences (e.g., residents, agency leaders, community partners).
- Experience developing and maintaining systems, standard operating procedures, management processes, and office policies. Demonstrated success in guiding process improvements and change management strategies.
- A high level of emotional intelligence, integrity, cultural sensitivity, and interpersonal skills; ability to effectively engage and influence key stakeholders and decision-makers.
- Polished and persuasive written and verbal communication skills.
- Demonstrated understanding of structural racism and its impact on communities of color.

Considered desirable:

- Experience with housing and social services.
- A history of working on programs that serve low-income populations.

Compensation

The budgeted salary is \$120,000 - \$125,000, with a generous benefits package that includes employer-matched retirement savings, health, dental, and vision insurance, and paid time off. Jaydot is committed to an equitable wage scale that fosters a sense of shared purpose among employees; therefore has a policy of a maximum scale of 3:1 from highest to lowest paid staff.

Working Location

Regular in-person interaction is an essential component of Jaydot's philosophy of service, and a regularly scheduled presence at a Jaydot office or program sites is a requirement for all staff. Jaydot has several offices throughout Washington, DC. The Managing Director will have their own office at one of the sites from which Jaydot operates. A limited portion of the Managing Director's time can be spent working remotely, as approved by the Principal.

Application Process

Jaydot is conducting this search in partnership with Good Insight, a national executive search firm serving the social sector. Interested applicants should upload a PDF resume and a detailed cover letter at good-insight.org/careers.

Resume reviews begin immediately. For best consideration, please apply by early December. Early applications are encouraged due to the pace of the search. Please direct confidential inquiries to Erin Lau at Jaydot@good-insight.org.

Equal Opportunity Employer

Jaydot provides equal employment opportunities to all applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability, and any other protections allowed for by state and federal law.