Interim Deputy Executive Director

Location: Denver, Colorado

Employment: Full-time, interim executive appointment; exempt

Annualized hiring range: $110,000–$135,000

Reports to: Dr. Dedrick Sims, Founder and Chief Executive Officer

Anticipated start: January 2027; initial term through June 30, 2027

Work arrangement: In-office Monday–Thursday; optional remote Fridays

Application deadline: December 18, 2026, at 5:00 p.m. Mountain Time

About the Sims-Fayola Foundation

The Sims-Fayola Foundation (SFF) is a nonprofit organization committed to improving outcomes for boys and young men of color by addressing the institutional and systemic conditions that shape their lives.

Through its Vision 2030 Strategic Plan, the Foundation advances its mission through systems and policy infrastructure, leadership and pipeline development, proof-point implementation, research, institutional partnerships, and the development of replicable approaches that strengthen youth-serving systems.

Our work spans education, youth development, public policy, behavioral health, and community-based systems. We work with institutions and community partners to improve the conditions under which boys and young men of color learn, develop, and pursue opportunity.

Position Overview

The Deputy Executive Director will serve as the organization's second-in-command, assuming primary responsibility for day-to-day organizational leadership, functional leader supervision, operational decision-making, strategic plan implementation, and institutional performance.

This position carries substantive delegated executive authority. The successful candidate must independently lead a multidisciplinary organization, exercise sound professional judgment, manage senior personnel, address performance concerns, and maintain institutional continuity in the absence of the CEO.

Executive Reporting Structure

Reports directly to: Dr. Dedrick Sims, Founder and Chief Executive Officer.

Anticipated direct reports:

- Director of Operations
- Senior Policy Advisor
- Director of My Brother's Keeper Denver
- Leadership & Pipeline Development Lead
- Empowerment Zone Implementation Manager

- Clinical Supervisor The Deputy Executive Director will also provide executive oversight of organizational support, communications, external service providers, and other personnel through appropriate supervisory structures. The Deputy Executive Director will serve as the CEO's sole formal management direct report and will supervise, develop, evaluate, and hold designated functional leaders accountable across four organizational domains:
- Systems & Policy Infrastructure
- Leadership & Pipeline Development
- Proof-Point Implementation
- Operations & Administration The CEO retains primary responsibility for institutional strategy, governance, Board relations, organizational sustainability, major institutional partnerships, national positioning, and long-term organizational development. Specific decision-making authority, escalation requirements, and reserved CEO responsibilities will be established through an executive operating agreement.

Essential Duties and Responsibilities

Organizational Leadership and Strategic Execution

- Provide day-to-day executive leadership and translate Vision 2030 priorities into coordinated implementation plans, measurable expectations, and clear responsibilities.
- Establish priorities, timelines, and accountability measures; assess capacity, resources, and readiness before advancing initiatives.
- Address barriers to execution, manage competing priorities, and strengthen coordination across functional areas.

Functional Leadership Supervision and Development

- Directly supervise, support, and evaluate designated functional leaders; establish clear performance expectations.
- Conduct regular leadership meetings, supervisory meetings, and performance evaluations.
- Address performance concerns promptly and professionally; develop leaders' management and decision-making capacity.
- Exercise delegated personnel authority consistent with policies and employment requirements; foster trust, clarity, accountability, and continuous improvement.

Operational Management and Decision-Making

- Exercise independent judgment within delegated authority and resolve routine matters without unnecessary CEO escalation.
- Ensure commitments are completed, delegated, formally deferred, or escalated; maintain consistent follow-through.
- Identify operational risks, implement corrective measures, and ensure consistent application of policies and operating standards.
- Strengthen systems that reduce dependence on individual leaders.

Financial Stewardship and Resource Management

- Partner with operations and finance personnel to monitor expenditures and performance against approved budgets.
- Evaluate financial implications of decisions and participate in budget development, financial reviews, and resource planning.
- Identify material risks and exercise delegated financial authority within established approval limits and internal controls.

Grant, Contractual, and Regulatory Compliance

- Maintain executive oversight of grant and contractual obligations, deliverables, reporting deadlines, and implementation standards.
- Identify and resolve material compliance concerns and coordinate appropriate responses to external reporting requirements.
- Respect the independent professional authority of designated clinical, legal, financial, and other specialized professionals.

Organizational Performance and Executive Reporting

- Oversee performance and accountability systems, including effective use of the Executive Dashboard.
- Ensure timely, accurate, evidence-informed reporting; monitor strategic milestones, performance indicators, implementation quality, and outcomes.
- Provide concise, consolidated reports to the CEO and distinguish routine information from material exceptions.
- Use performance evidence to guide decisions, resource allocation, corrective action, and leadership development.

Institutional Knowledge and Organizational Continuity

- Oversee adoption and maintenance of the Knowledge Management Center; ensure institutional knowledge, procedures, decisions, and commitments are documented and accessible.
- Maintain information security, confidentiality, and appropriate access controls.
- Establish continuity procedures and maintain organizational effectiveness during CEO absences.

Executive Partnership

- Maintain a productive, accountable executive relationship with the CEO, providing independent judgment and constructive challenge.
- Present significant decisions with evidence, options, recommendations, and potential consequences.
- Communicate material concerns promptly; respect governance boundaries and decision-making protocols.
- Represent the Foundation in designated institutional meetings and partnerships when appropriate.

Required Qualifications

- Bachelor's degree or equivalent relevant professional experience.
- Ten years of progressively responsible leadership or management experience, or an equivalent combination of substantial leadership experience and demonstrated executive competencies.
- At least five years of senior organizational leadership experience supervising managers, directors, or functional leaders.
- Demonstrated experience leading multidisciplinary teams and coordinating performance across multiple functional areas.
- Ability to translate strategic priorities into operational plans and measurable outcomes.
- Experience managing budgets, personnel resources, and institutional accountability.
- Demonstrated ability to address employee performance concerns and complex organizational challenges.
- Experience exercising independent decision-making authority within organizational and financial parameters.
- Strong written, verbal, interpersonal, and executive communication skills.
- Commitment to improving institutional and systemic conditions affecting boys and young men of color.
- Current Denver metropolitan area residence and availability for full-time, office-based leadership.

Preferred Qualifications

- Previous experience as an Executive Director, Deputy or Associate Executive Director, COO, CEO, or comparable senior leader.
- Experience in nonprofit, education, public-sector, philanthropic, or community-based organizations.
- Experience leading organizational change, executive transitions, or institutional restructuring.
- Knowledge of nonprofit governance, restricted funding, grant compliance, and risk management.
- Experience working effectively within founder-led organizations.
- Familiarity with systems change, cross-sector partnerships, collective impact, or institutional replication.
- Experience implementing performance dashboards, knowledge management, or executive reporting systems.
- Advanced degree in a relevant discipline.

Leadership and Working Style

The successful candidate will be an emotionally mature executive who can work effectively alongside a strategic and entrepreneurial founder while maintaining independent professional judgment, operational discipline, and institutional accountability.

Executive judgment: Make sound, timely decisions within delegated authority and recognize when consultation or escalation is necessary.

Execution reliability: Own commitments and follow through without repeated reminders or intervention.

Strategic comprehension: Translate institutional direction into practical organizational decisions.

Operational discipline: Manage competing priorities and establish realistic implementation expectations.

Emotional maturity: Navigate complex leadership relationships, change, and difficult decisions with professional composure.

Constructive independence: Challenge respectfully, receive direct feedback, and exercise independent judgment.

People leadership: Build productive relationships while maintaining clear expectations and accountability.

Leadership development: Strengthen functional leaders rather than assume their responsibilities.

Adaptability: Lead effectively through ambiguity and evolving institutional conditions.

Institutional orientation: Prioritize organizational effectiveness, mission alignment, and sustainability over personal recognition.

Success will be measured not by the volume of work personally performed, but by the effectiveness, accountability, and independence of the organization under the candidate's leadership.

Initial Performance Expectations

- Establish effective supervisory relationships and assume routine organizational management and decision-making.
- Establish consistent executive accountability and reporting practices; maintain progress against Vision 2030 priorities.
- Strengthen functional leadership and coordination; reduce unnecessary CEO escalation.
- Ensure adherence to financial, contractual, and grant requirements; strengthen knowledge management and continuity.
- Demonstrate effective leadership during CEO absence and recommend improvements to the executive structure. Specific performance measures and transition milestones will be established during onboarding.

Work Environment and Location

This full-time, office-based position is located at 3600 S. Yosemite Street, Suite 1000, Denver, Colorado 80237. Applicants must currently reside within the Denver metropolitan area. In-person attendance is required Monday through Thursday, with optional remote work on Fridays, subject to organizational needs. This is not a fully remote appointment.

Occasional evening commitments, local travel, and institutional events may be required.

Reasonable accommodations will be provided consistent with applicable law.

Compensation and Benefits

The annualized hiring range is $110,000–$135,000, commensurate with relevant executive leadership experience, demonstrated competencies, qualifications, and internal compensation equity. Compensation will be prorated according to the actual appointment period.

- Health, dental, and vision insurance.
- Voya 403(b) retirement savings plan, without a current employer contribution.
- Paid organizational holidays.
- Ten days of annual paid time off, subject to applicable accrual policies.
- Optional remote work on Fridays.

Appointment and Permanent Employment Consideration

The initial appointment is anticipated to begin in January 2027 and continue through June 30, 2027. The successful candidate may be considered for an extension or permanent appointment based on organizational needs, performance, and applicable approvals.

Transition to permanent employment does not automatically result in a compensation adjustment. No extension or permanent appointment is guaranteed.

Application Instructions

Submit a current professional résumé, a cover letter describing relevant executive experience and mission alignment, confirmation of current Denver Metro residency and full-time office-based availability, and brief written responses to the questions below.

Application Questions

1. Describe your experience supervising senior or functional leaders and holding them accountable for organizational performance.

2. Describe a significant organizational change or leadership transition you have managed.

What was your role, and what outcomes were achieved?

3. Describe your approach to exercising independent executive authority while maintaining strategic alignment with a Chief Executive Officer or governing authority.

4. How have you strengthened organizational accountability and reduced unnecessary dependence on senior executive leadership in a previous position?

Submit Application Materials

Dr. Dedrick Sims Founder and Chief Executive Officer Sims-Fayola Foundation
drsims@sffoundation.org

Email subject: Interim Deputy Executive Director Application

Deadline: December 18, 2026, at 5:00 p.m. Mountain Time.

Applicants may redact age-identifying information, including dates of birth and dates of educational attendance or graduation, from submitted materials. Selected candidates will be contacted regarding subsequent stages of the recruitment process.

Equal Employment Opportunity

The Sims-Fayola Foundation is committed to equal employment opportunity and considers qualified applicants without regard to race, color, religion, national origin, ancestry, sex, sexual orientation, gender identity, age, disability, veteran status, or other characteristics protected by applicable law.

We welcome candidates with diverse professional backgrounds, perspectives, and experiences who demonstrate the executive leadership capabilities and mission alignment required for this position.

Learn more: www.sffoundation.org