



Pleasanton, CA | www.sunflowerhill.org

Executive Director

Full-Time | Hybrid | Pleasanton CA

WHO WE ARE

[Sunflower Hill](#) is a vibrant nonprofit organization dedicated to creating places and spaces where individuals with intellectual and/or developmental disabilities (I/DD) can live, work, learn and thrive. Founded in 2013 to address the urgent need for long-term, affordable housing as well as community-based programs and opportunities for adults with I/DD, Sunflower Hill has developed a strong reputation as both a community convener and regional catalyst. Our first innovative flagship community, [Sunflower Hill at Irby Ranch in Pleasanton](#), opened in 2020, providing 30 affordable housing units at 30-60 percent Area Median Income (AMI) in an independent and supportive services environment akin to senior living. Based on the success of Irby Ranch, three new residential communities in [Dublin](#) and [Lafayette](#), California are also in early development. Beyond housing, Sunflower Hill delivers [enrichment programs and community-based activities](#) that foster life skills, social connection, and personal growth. Our one-acre [organic garden](#) at Hagemann Ranch in Livermore serves as a communal gathering location for adult day programs and high school I/DD transition classes. Staff, program participants and community volunteers work collaboratively to harvest and donate approximately 5000 pounds of fresh produce, eggs and flowers on an annual basis.

Our strong staff and dedicated board of directors believe housing is foundational and belonging can be transformative. We envision a world where people of all abilities are welcomed, empowered and valued and these fundamental principles guide our organization. We are now seeking an exemplary and innovative Executive Director to join our team.

THE OPPORTUNITY

This is a rare chance to step into a high-impact, full-time leadership role with a respected, financially stable nonprofit at a genuine inflection point in its growth. Sunflower Hill is seeking a mission-aligned Executive Director who is ready to lead with both vision and accountability.

Our priority is securing the right strategic leader - someone who brings deep nonprofit expertise and a genuine passion for inclusive community building.

THE ROLE

The Executive Director will serve as the visionary and operational leader of Sunflower Hill, partnering closely with a highly engaged Board of Directors across five core areas:

- Organizational management and strategic execution
- Financial stewardship and strong fiscal controls
- Major gift fundraising and diversified revenue growth
- Board partnership and governance alignment
- Community engagement and advocacy

This leader must balance mission passion with financial discipline — someone who can inspire donors, mentor staff, and hold the organizational steady hand at the same time.

KEY RESPONSIBILITIES

- Lead implementation of strategic and annual operating goals
- Oversee organizational operations, staff, consultants, and programs
- Develop and manage the annual budget and financial reporting
- Maintain transparent, "no surprises" communication with the Board
- Lead fundraising efforts, including personal cultivation of \$50,000+ donors
- Build and sustain relationships with families, funders, partners, and community stakeholders
- Oversee events, grant development, reporting, and compliance
- Support continued growth of new housing communities in Dublin and Lafayette

WHO YOU ARE

You're a people-first leader who brings both vision and execution. You thrive in mission-driven environments, you know how to build trust with diverse stakeholders, and you understand that great leadership means showing up for your team as much as showing up for the cause.

- 5+ years of senior nonprofit leadership experience
- Proven track record in major gift fundraising and donor cultivation
- Strong financial acumen and experience managing budgets
- Experience working in close partnership with a Board of Directors
- Collaborative yet decisive — you build consensus without losing momentum
- Empathetic and genuinely passionate about I/DD inclusion and belonging
- Experience in health and human services is a plus
- CFRE designation preferred but not required

COMPENSATION & BENEFITS

This is a full-time/hybrid, exempt role. Salary Range: \$140,000 - \$165,000 annually

Sunflower Hill offers a competitive compensation package commensurate with experience, including:

- Competitive salary
- Performance-based bonus plan
- Medical, dental, and vision coverage
- Retirement plan
- 11 holidays plus 3 floating holidays per year
- Paid vacation
- Professional development support

HOW TO APPLY

If you are inspired by Sunflower Hill's mission and believe you are the right leader for this next chapter, we'd love to hear from you. Please submit your resume and a brief cover letter at the link below.

[Apply Now: Sunflower Hill ED Role](#)

Sunflower Hill is an equal opportunity employer.

We celebrate diversity and are committed to creating an inclusive environment for all employees.

www.sunflowerhill.org