

HSDC Position Profile
Executive Director
Seattle, Washington

Overview

Hearing, Speech & Deaf Center (HSDC) is a Washington-based nonprofit with an 80+ year rich history of fostering inclusive and accessible communities through communication, advocacy, and education. As a foundational part of the community, the organization provides a comprehensive range of services for individuals who are deaf, hard of hearing, or have speech and language differences, including speech therapy, early childhood education, American Sign Language interpreting, and advocacy supports for families and adults. HSDC's programs adapt to the changing needs of the community and aim to remove communication barriers so individuals can fully participate in community, education, and work.

HSDC is a mid-sized nonprofit organization with approximately \$5.2 million in annual revenue, supported by a diverse funding model that blends earned program income with contributions and grants, along with additional rental-related income. Interpreting services represent the largest share of income (43%), followed by government funding (29%), and rental related income (8%). HSDC also holds more than \$4 million in total assets, including real estate resources, and owns the building where it is headquartered.

Mission and Values

The mission of Hearing, Speech & Deaf Center (HSDC) is to foster inclusive and accessible communities through communication, advocacy, and education. We envision an inclusive, accessible world where everyone is understood and respected.

Services

We offer a comprehensive array of programs that foster effective communication for individuals and families affected by hearing or speech differences. Our services include:

Speech, Language, and Communication: HSDC's Language & Speech department works with community members of all ages who experience a variety of speech-language differences to remove communication barriers by offering services tailored to meet the needs of clients.

Interpreting Services for the Deaf & Hard of Hearing: HSDC Interpreting Services is a centralized resource providing quality communication access for Deaf, DeafBlind, hard of hearing, and hearing individuals across the Puget Sound and Washington State, including Seattle and King County, Tacoma and Pierce County, and Snohomish County.

Bilingual preschool: The language rich, play-based dual-language environment is designed to benefit children and families who value American Sign Language and English

Parent-Infant Program: HSDC's Parent-Infant Program (PIP) is a birth to three service providing free parental support and coaching for the families of Deaf, DeafBlind, and hard of hearing toddlers.

Deaf and Hard of Hearing Services: We offer a comprehensive range of individual and group support programs to meet the unique needs of the deaf and hard of hearing individual, including advocacy & case management.

About the Position

HSDC is seeking a strategic, mission-driven Executive Director to lead the organization through a pivotal period of transition and opportunity. The new leader will position HSDC to grow and to meet the demands of our ever-evolving community while honoring our legacy. This role requires a people leader with strong business and financial acumen, the ability to strengthen organizational structure and accountability, and deep cultural competence with the Deaf and Hard of Hearing community. The ideal candidate will be bilingual in ASL and bring a collaborative, transparent leadership style that builds trust, strengthens performance, and positions HSDC for long-term sustainability and impact.

Key Priorities

The new leader should initially spend time listening and learning, understanding the organization's internal dynamics and community needs, and building relationships and trust with the staff, board and partners, as they better understand the organization's strengths, challenges, and opportunities. Building upon these foundational relationships, the new ED will need to address the following key priorities in their first 18-24 months:

- **Strategic Vision & Long-Term Planning:** The Executive Director will partner with the Board and leadership team to clarify HSDC's long-term direction, align services with mission, and establish a shared roadmap for impact and sustainability.
- **Team Leadership & Development:** Build trust and momentum across the organization by strengthening team culture, supporting staff through transition, and investing in leadership development, training, and strong people management practices.
- **Organizational Structure, Roles, and Accountability:** The Executive Director will strengthen internal structure and decision-making by clarifying roles, responsibilities, and reporting relationships, including succession planning, and reinforcing consistent follow-through across the organization.
- **Financial Planning:** The Executive Director will develop a medium-term (3-year) financial plan to support the organization's strategy and expected deliverables. It should include a funding strategy, a working capital plan, and efficiency improvements.

Essential Qualifications, Skills and Attributes

1. **Senior nonprofit leadership experience** (minimum 5-7 years) in a similar sized organization with multiple service lines, including experience partnering with and reporting to a board of directors.
2. **Deep cultural competence with the Deaf and Hard of Hearing community**, with a commitment to inclusive, community-centered leadership.
3. **Bilingual proficiency in American Sign Language (ASL)**, enabling effective communication and advancing accessibility across staff, community members, and stakeholders.

4. **Comfortable with technology and innovation**, Proven ability to work with the team to identify and implement emerging technologies, including AI-driven tools, to optimize organizational workflows, enhance data-informed decision-making, and increase community impact.
5. **Strategic and results-oriented leadership** with the ability to translate vision into actionable plans, take appropriate risks, and drive execution that delivers measurable outcomes.
6. **Strong people management and organizational leadership** with the ability to set clear expectations, delegate effectively, strengthen accountability, and build a healthy, high-performing culture.
7. **Operational leadership and systems-building experience** in a \$5M+ (and growing) organization, with the ability to implement effective processes, tools, and infrastructure across multiple programs while developing management capacity and strengthening core supervisory skills through coaching and training.
8. **Change management skills**, with the ability to serve as a change agent, clearly communicating the “why” and “how”, and helping staff understand how change will strengthen the organization and support employees.
9. **Financial and business acumen**, including the ability to interpret financial data, manage resources responsibly, and strengthen long-term sustainability.
10. **Fundraising and external relationship-building experience**, including comfort serving as a visible ambassador with donors, foundations, agencies, and community partners, and the ability to leverage professional network to expand HSDC’s support base.
11. **Exceptional communication and interpersonal skills**, including active listening, transparency, diplomacy, and the ability to navigate complex conversations with empathy and clarity.
12. **Education:** Bachelor’s degree required; Master’s degree preferred (public administration, nonprofit management, business administration, or related field), or equivalent experience.

Compensation

\$165,000- 190,000 depending on experience. Eligible for performance-based bonus compensation.

Benefits include:

- Health, vision, and dental insurance
- Life insurance
- 401k program
- Flexible spending account
- Employee assistance program
- Vacation Days: Starting at 13 days per year
- Sick Days: 12 Days
- Personal Days: 2 Days
- Holidays: 12 Holidays

Application Process

HSDC has retained Glick Davis & Associates, LLC to facilitate this search on their behalf. **To apply, interested candidates should e-mail their cover letter and resume as a single pdf file to: HSDC@glickdavis.com**

The position is open until filled.

HSDC's Commitment to Representation:

We actively seek to recruit, hire, promote, and retain a diverse workforce—one that welcomes and engages people from every background and models the achievements of adults in the Deaf community. We strive to reflect on the diversity of the Seattle area, and for our families, staff and board to be equally diverse. We are committed to eliminating barriers to access and equity and see a diverse workforce as a key step toward this goal. We value our staff members, volunteers, and board members and their individual backgrounds, which further our ability to serve and learn from the diverse families that enrich our community. We invite you to join us on our journey.