

Position Title: Executive Director / Chief Executive Officer
Reports to: Board of Directors
Location: Montpelier, Vermont (Remote with Hybrid Option)
FLSA Status: Exempt
Employment Type: Full-time

Organizational Overview

MadFreedom Advocates, Inc. is a survivor-run, statewide civil and human rights organization led by and for psychiatric survivors, mad folks, and others marginalized by sanist systems. We work to secure equal rights, end discrimination and coercion, and expand the supports people want and require to live self-determined lives—especially those with lived experience of trauma, institutionalization, neurodivergence, extreme states, or other forms of sanist oppression.

MadFreedom Advocates is funded by the Vermont Department of Mental Health to deliver statewide leadership, education, and advocacy. Programs include survivor-led forums, a statewide newspaper, patient advocacy in designated hospital and residential facilities, and support for local peer-operated projects.

Position Summary

The Executive Director (ED) serves as the Chief Operating Officer of MadFreedom Advocates, Inc., providing visionary leadership and operational oversight. The ED is responsible for implementing the organization’s mission and strategic goals as set by the Board of Directors, managing staff and contractors, overseeing program delivery and compliance with grant obligations, and serving as the primary spokesperson and public advocate.

Key Responsibilities

Organizational Leadership and Strategy

- Lead, manage, and inspire a mission-driven team to achieve programmatic and organizational goals.
- Collaborate with the Board of Directors to implement and refine the organization’s strategic direction.
- Ensure that all activities align with the organization’s values

Grant and Program Management

- Oversee delivery of all programs described in the Vermont Department of Mental Health grant, including:
 - Statewide peer leadership, advocacy, and education
 - Publication of *The Madvocate* newspaper
 - Oversight of patient representatives in designated hospitals and residential programs
 - Administration of local peer-operated project grants
- Ensure timely and accurate reporting to the State of Vermont, including quarterly performance and financial reports.
- Monitor progress toward performance targets and lead quality improvement efforts.

Financial and Administrative Oversight

- Manage a \$600K+ annual budget in alignment with grant terms and best nonprofit practices.
- Supervise fiscal systems, including QuickBooks reporting, and budgeting.
- Ensure compliance with all state, federal, and contractual requirements.
- Secure and manage office infrastructure, technology, and software tools.

Staff Supervision and Development

- Hire, supervise, and support a high-performing team, including the Newspaper Editor, Social Media Coordinator, Education and Advocacy Coordinator, Administrative Assistant, Patient Representatives, and contractors.
- Provide regular staff supervision and facilitate staff development opportunities.
- Promote an organizational culture grounded in mutuality and respect.

Communications and Public Engagement

- Represent the organization to the public, policymakers, psychiatric survivor communities, and the media.
- Serve as the editor-in-chief of *The Madvocate*, supervising the editor, and overseeing content strategy and editorial integrity.
- Foster effective communication through public speaking, writing, and coalition-building.

Qualifications

Required

- **Lived experience of mental health challenges, psychiatric incarceration, and/or marginalization or oppression by the mental health system** – Demonstrated, values-based commitment to peer support.
- **Nonprofit leadership** – Minimum five (5) years directing staff and budgets or equivalent responsibility.
- **Program oversight & compliance** – Proven record managing programs, meeting regulations, and engaging the public.
- **Interpersonal & communication skills** – Exceptional oral and written abilities for diverse audiences.
- **Systems change experience** – Direct work with, or within, state-level systems or service reform efforts.
- **Editorial judgment** – Skilled at clarifying story goals, coaching writers, and ensuring error-free, survivor-led content.
- **Staff & contractor supervision** – History of providing clear, supportive feedback to creative teammates and resolving conflicts.
- **Champion of survivor voices** – Able to guard an editorial voice rooted in autonomy, dignity, and critical engagement with psychiatric narratives.

Preferred

- **Vermont mental health expertise** – Knowledge of the state's mental health system and legislative landscape.
- **Grant administration** – Experience overseeing grant-funded programs and compliance reporting.
- **Intentional Peer Support (IPS)** – Familiarity with IPS principles and practices.
- **Rights & justice frameworks** – Background in patient rights, disability justice, or anti-oppression work.
- **Content project management** – Ability to guide multi-step publications from concept through print and digital distribution, managing timelines and budgets.
- **Audience-first mindset** – Facility with headlines, visuals, and basic analytics to grow and refine readership engagement.

Compensation and Benefits

- Annual Salary: Upper-five-figure range (anticipated \$75–85 K), commensurate with experience and internal equity.
- Health, dental, and life insurance included
- Paid leave and professional development opportunities
- Remote with hybrid option

To Apply

Interested candidates should submit a cover letter, résumé, and three references to jobs@madfreedomadvocates.org. Applications will be reviewed on a rolling basis until the position is filled.