



JOB ANNOUNCEMENT: CHIEF EXECUTIVE OFFICER

Location: Remote (with travel required based on organizational needs)

Position Type: Full-Time, Exempt

Salary Range: \$145,000 to \$160,000 annually, commensurate with qualifications and experience

ABOUT MCIE

The Maryland Coalition for Inclusive Education (MCIE) is a nonprofit organization dedicated to building the capacity of school districts to include each and every learner in their neighborhood school. We work in and outside of Maryland, with projects in several states.

MCIE defines inclusion as meaningful participation, valued membership, and active learning that occurs alongside peers without disabilities. Staff build educator and system capacity through high-quality professional learning, technical assistance, strategic partnerships, and organizational leadership that advance inclusive education nationally.

POSITION OVERVIEW

MCIE is seeking letters of interest for the position of Chief Executive Officer (CEO). MCIE currently has an Interim CEO in place leading the organization, and the Board of Directors is conducting an open letter of interest process as part of its governance responsibilities before confirming a permanent appointment. The CEO serves as MCIE's principal leader, responsible for setting organizational vision, guiding long-term strategy, stewarding culture, and ensuring overall health and sustainability.

This role merges executive leadership with internal operations, organizational systems, and communications infrastructure, ensuring internal tools and processes support high-quality program delivery and sustainable growth. Working in close collaboration with the senior leadership team, the CEO holds final authority for financial, contractual, grant, legal, risk, and governance decisions while fostering a collaborative culture.

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Annapolis, MD 21401

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KEY RESPONSIBILITIES

Vision & Strategy: Set and steward long-term vision, strategic planning, and mission alignment.

Revenue & Financial Sustainability: Lead revenue strategy across grants, partnerships, fee-for-service, and fundraising; manage budgeting and fiscal oversight.

Partnerships & External Leadership: Serve as primary strategic relationship steward with funders, school systems, national collaborators, and public audiences.

Operations, Systems & Infrastructure: Own operational infrastructure, standard operating procedures, and technology-enabled workflows.

Communications: Oversee internal meeting cadences, messaging alignment, and public-facing communications.

Leadership, Culture & Governance: Direct the senior leadership team, cultivate an inclusive culture, and serve as the primary liaison to the Board of Directors.

QUALIFICATIONS & EXPERIENCE

Education: Bachelor's degree in a relevant field, or an equivalent combination of education and professional experience. Advanced degrees in education or nonprofit leadership are strongly preferred.

Experience: Minimum of 10 years of leadership experience, including senior-level responsibility for organizational strategy, partnerships, revenue, and operations/systems leadership.

Expertise: Demonstrated success in nonprofit/education executive leadership, fund development, board engagement, internal infrastructure design, senior team development, and a strong understanding of inclusive education, disability justice, or equity-centered systems change.

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Core Competencies: Visionary leadership, systems thinking, financial literacy, high emotional intelligence, proficiency with Microsoft Office and Google applications, and comfort working virtually.

COMPENSATION & BENEFITS

The salary range for this position is \$145,000 to \$160,000 annually. The range is set in good faith based on the budgeted amount for the position and on compensation data for comparable roles. Placement within the range depends on qualifications and experience.

MCIE offers the following benefits to full-time employees:

Health insurance, including medical, dental, and vision coverage

Employer contribution to a retirement plan

Paid time off, including vacation, sick leave, and paid holidays

This position is exempt and is not eligible for overtime. No bonus or commission compensation is offered.

EQUAL OPPORTUNITY EMPLOYMENT

MCIE is an equal opportunity employer that welcomes applicants of diverse backgrounds and does not discriminate based on race, color, religion, sex, age, national origin, disability, sexual orientation, gender identity, or any other protected status.

ACCESSIBILITY AND ACCOMMODATIONS

MCIE is committed to an accessible hiring process. Contact us at mcie@mcie.org if you need an accommodation to submit materials or participate in an interview.

SUBMIT A LETTER OF INTEREST

Qualified candidates are invited to submit a Letter of Interest and Resume/CV detailing their experience, leadership philosophy, and alignment with MCIE's mission.

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**Send your submission materials electronically by Friday, September 11, 2026
to:**

Kim McKay, MCIE Board President, at kim.j.mckay@gmail.com

Subject Line: Letter of Interest – MCIE CEO Search