

INTERMISSION^{LLC}

for smoother transitions



**EFFECTIVE TEMPORARY
NONPROFIT LEADERSHIP FOR
SMOOTHER TRANSITIONS**



EVERY NONPROFIT SERVES A VITAL

MISSION — A mission that must continue

when a top executive leaves the organization, and the board shifts their focus to the executive search. The mission can be strengthened during structural and programmatic change.

Inter-Mission makes sure your nonprofit's good work is made stronger during transition.

OUR PROCESS

Our interim executive director work is short term—never permanent. We typically work with an organization from six to nine months to oversee current operations, strengthen your organization's infrastructure, and prepare for transition to the new permanent executive.

We start by getting to know your organization's people and systems before outlining recommendations for improvements, both short-term and long-term.

We approach all of our work through a SMART process:

- **Secure** and review key documents and policies
- **Maintain** administrative and operational functions
- **Assess** financial, governance, and operational systems
- **Recommend** an action plan for future adjustments
- **Transition** as appropriate—people, systems and culture

INTER-MISSION IS...

EFFICIENT. We have the expertise that your organization needs during this vulnerable time. A healthy, organized environment will enable a new chief executive to hit the ground running.

OBJECTIVE. As an independent entity with a short-term contract, our only vested interest is in facilitating a successful transition and a healthy organization. We bring a fresh perspective to your operations.

TARGETED. We focus exclusively on nonprofit organizations—501c(3) charitable, religious, educational; 501c(4) civic leagues and social welfare; 501c(6) business associations and professional societies. That means we understand the unique challenges—and opportunities—involved in operating a nonprofit organization.



WE KNOW NONPROFITS



We recognize that nonprofits have different missions, organizational structures, and even personalities. We respect each organization we work with, and we customize our approach to fit. We listen, we share knowledge, and we focus on the sustainability of your organization.

You benefit from the personal attention of a professionally trained interim executive director who is also certified by BoardSource as a Nonprofit Board Consultant.

Inter-Mission's high standards and excellent track record make choosing us the smart decision and the best value for your nonprofit organization. Call us today at 412-862-0242 or 717-421-3657.

VALUE-ADDED SERVICES

Inter-Mission offers three additional services to assist nonprofits in transition:

- **Organizational Infrastructure Assessments:** Strong governance and operational systems are the foundation for a sustainable nonprofit organization. Inter-Mission helps your organization identify and implement changes that increase your effectiveness and minimize risk.
- **Guidance in Structural or Programmatic Transition:** The evolutionary journey of a nonprofit organization can include expansion and contraction, often in response to outside forces. We help you transition in a sustainable way, keeping your critical mission in focus.
- **Coaching for New Executive Directors:** Many new executive directors are not fully prepared to lead the organization and manage the board. Inter-Mission helps new executive directors set goals, manage board and staff, and cultivate external relationships.



“Caroline joined the Maternity Care Coalition team in early 2018 serving as the interim Executive Director while the Board of Directors searched for a permanent CEO. Caroline brought stability, non-profit management expertise and fresh thinking to MCC during this time of massive change. Because of her leadership, keen insights and strong interpersonal skills, I am able to quickly implement my new vision.”

– Marianne South Fray, CEO, Maternity Care Coalition



**Caroline Boyce, President
& Chief Executive Officer**

Caroline Boyce, CAE, founded Inter-Mission to offer efficient, objective, and targeted leadership to organizations undergoing transition. She has led nonprofits throughout her career. Her clients have included the Erie Art Museum, the Hagen History Center, the Cliveden of the National Trust, the Pennsylvania Coalition Against Domestic Violence, and the Maternity Care Coalition. A skilled, creative executive, Caroline has an innovative vision for how nonprofit organizations can use temporary leadership as a springboard to long-term success.

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