



Fathers & Families Center

BUILDING NOBLE LEGACIES

PRESIDENT/CEO JOB DESCRIPTION

ORGANIZATION OVERVIEW:

Are you passionate about empowering fathers and fragile families to build noble legacies for their children? Are you a compassionate servant leader that will help the agency fulfill its mission and strategic priorities, while maintaining its values and culture? Affiliated with Eskenazi Health, Fathers and Families Center provides education, support and advocacy for fathers and their fragile families to help move them towards self-sufficiency. It is committed to treating all people fairly, without bias or discrimination, and always within the law.

The President/CEO will be a strategic partner, with our diverse board and staff who will foster collaborative relationships across the organization and with key stakeholders to steward long-term sustainability. His/her approachable, transparent leadership and willingness to listen to and empower staff will positively contribute to the organizational culture. With an annual budget of \$1.8 million and a team of 17 dedicated staff members, this important role offers a great opportunity for a strong leader interested promoting the importance of responsible fatherhood and strong family, service to community, social justice, and nonprofit administration.

Fathers and Families Center's Board of Directors has accepted the retirement announcement from our founding President/CEO after 28 years of service.

JOB SUMMARY:

Fathers and Families Center is an independent not-for-profit corporation that is affiliated with Eskenazi Health. The mission of Fathers and Families Center is "To build a noble legacy of fatherhood – assisting fathers in achieving self-sufficiency and in strengthening families to improve the life chances of children." We accomplish this by working with fathers to help them to be better partners, providers, and parents for their families.

The President/CEO serves as the chief executive of Fathers and Families Center and, in partnership with the Board, is responsible for the success, sustainability and growth of

the organization. Together, the Board and the President/CEO assure FFC's relevance to the community, the accomplishment of FFC's mission and vision, and the accountability of FFC to its diverse constituents. The Board delegates responsibility for the management and day-to-day operations to the President/CEO, and s/he has the authority to carry out these responsibilities in accordance with the direction and policies established by the Board. The President/CEO provides direction and subject matter expertise to the Board as it carries out its governance functions.

ESSENTIAL JOB FUNCTIONS:

Strategic Vision and Leadership: Works with the Board to set strategic direction and provides leadership for implementation of FFC priorities in alignment with the mission, while fostering a positive, professional, and high-performing workplace. Works with Board, as a whole and in committees, to fulfill the Board's governance responsibilities and further the organization's mission, vision, and values.

Resource Development: Serves as the lead fund development officer for FFC; working with the Board and key staff to identify funding opportunities and develop fundraising goals, effective stewardship strategies and cultivation of funds for programs, capacity-building, and prudent reserves as well as endowment funds as appropriate. Manage a sustainable and successful strategy for growing revenue, grants, contributions, and other income at appropriate levels.

Community Collaboration and Impact: Acts as an advocate across public, private and philanthropic sectors for fatherhood. Effectively represent and serve as chief spokesperson at national, state, and local levels for Fathers and Families Center, advocating for its mission and for key issues related to fatherhood and its impact on families and communities.

Program Management and Operations/Financial Performance: Works with senior management team to deliver quality programming, developing appropriate policies, programs, and processes to generate optimal client outcomes and exemplary customer experience and organizational sustainability. Manages FFC resources judiciously to generate financial viability, sustainability, and growth of the organization. Build and maintain high levels of stewardship, transparency, and accountability. Maintains ongoing compliance with law, regulation, funder requirements and best practice.

Organization and Human Resource Management: President/CEO is accountable for building and leading a high performing organization and teams, ensuring all teams are aligned, equipped, and collaborating to achieve organizational results.

JOB REQUIREMENTS, SKILLS AND KNOWLEDGE REQUIRED THROUGH:

- Master's Degree in related fields required. Doctoral degree preferred.
- 7-10 years in a senior strategic leadership position required including experience leading a high performing team in the nonprofit sector or in the management of organizations of comparable size and mission.
- Significant fundraising and fiscal management experience a must.
- Expertise in executing successful revenue strategies, including increasing philanthropic support.
- Substantial Board development and governance experience a must.
- Knowledge and skills in human services' best practices, including financial management, program design, implementation, and evaluation.
- Documented track record of successful awards and compliance of grants and contracts with a variety of funders with varied guidelines, rules, and program reporting requirements.
- Ability to communicate orally and in writing in a concise and easily understood manner to a range of audiences.
- A high level of intellectual curiosity and desire to explore new ideas and innovative approaches to addressing and solving problems.
- Ability to command the confidence and respect of multiple diverse stakeholders.
- Demonstrated commitment to cultural diversity and inclusion.
- A successful track record of recruiting and retaining a diverse team.
- Valid Driver's License.

Interested applicants, please send cover letter and resume to:
anna.melodia@fathersandfamiliescenter.org

For more information about Fathers and Families Center, please visit:
www.fathersandfamiliescenter.org