



Alpert Jewish Family Service

Chief Executive Officer

West Palm Beach, Florida

About JFS

Since 1974, Alpert Jewish Family Service (Alpert JFS) has strengthened and enriched the lives of men, women and children of all ages. Alpert JFS does this through a continuum of focused programs addressing the well-being of children and families of all ages, the independence and well being of older adults, and the optimal quality of life for individuals with special needs.

This model of care has been the heart of Alpert JFS since 1974. The multi-faceted, comprehensive approach to caring for individuals and families is the reason why so many choose Alpert JFS as the place to enhance their well-being and help them thrive. The commitment to the community is approached with the highest levels of professionalism, and is shaped by what matters most: the men, women, and children who come to Alpert JFS, by the thousands, for assistance during challenging times in their lives.

Alpert JFS is an accredited agency and serves more than 2,000 individuals at any given time, has 184 staff members (103 FT, 81 PT) and an operating budget of \$13.7M. It raises \$2M through an annual campaign, special events, and contributions with the balance of its funding coming from grants, the Jewish Federation, Claims Conference and fee-for-service and governmental sources. Alpert JFS's catchment area is in Palm Beach County from Boynton Beach to Jupiter and all of Martin County. Facilities and Services are throughout the area with the main office in West Palm Beach. Alpert JFS also operates the Levine Jewish Residential & Family Service which is the premier residential living for adults with disabilities.

Mission

The mission of Alpert Jewish Family & Children's Service, a 501(c)3 not-for-profit organization, is to serve the Community and fulfill its obligation of TIKKUN OLAM (repairing the world) by:

Serving the Jewish Community primarily, but not exclusively.

Providing a wide range of needed social services to strengthen individuals and families.

Participating in identifying, addressing, and assisting in the coordination of aid for community needs.

Fulfilling its mission guided by Jewish traditions and values.

For more information about Alpert JFS, go to <https://www.alpertifs.org/>.

The Position

Alpert JFS seeks a seasoned CEO with demonstrated experience in relationship-building and fundraising as well as a passion for human services to advance the excellence of the organization's work. The CEO will have primary responsibility for managing, guiding, integrating and developing the talented professional team at JFS and will represent the agency both within the organization at Board and relevant committees, within the Jewish community including the Jewish Federation, and the community-at-large, enabling it to maintain and grow its presence among clients, partners, and donors.

The CEO reports to the Board of Directors, meets regularly with the President of the Board and will also

interface regularly with the entire Board.

Leadership & Executive Management

- Act as face, heart and soul of the agency by effectively communicating mission and vision and living the organization's values
- Build consensus and foster collaboration at all levels
- Work with staff and board to create and implement strategy and focus for programs and initiatives
- Empower staff to maximize productivity, ensure professional excellence, and promote teamwork
- Drive innovation and multi-generational messaging
- Create new processes and refine existing ones to enhance infrastructure for growth
- Stay current on trends in health and human services sectors
- Invest time in developing oneself, his/her direct reports, the entire staff and promote a culture of staff appreciation
- Maintain and inspire the idea of being a learning organization

Institutional Advancement

- Serve as primary spokesperson representing JFS in the West Palm Beach Jewish community, the broader local community, the national health and human services sector and the national Jewish community
- Build relationships with existing and new community partners
- Be personally active in building relationships with major donors and soliciting these major contributors
- Identify and connect with new and potential donors. Work with development staff and Board to motivate both lay leaders and professionals in their fundraising efforts and to develop effective strategies to increase funds received, including major gifts from key individuals, foundations, and corporate donors, as well as government grants
- Particular emphasis should be placed on creatively diversifying funding. Work with the Board to craft and sell a compelling organizational vision in accordance with and animating the current strategic plan

Financial Oversight

- Work closely with the volunteer leadership and staff responsible for finance and administration, ensuring that fiscal oversight and management are in place
- Ensure fiscal responsibility, stability, forecasting, and accountability to control costs and increase revenue
- Possess keen analytical skills, budget and business acumen to closely monitor financial status and ensure sound financial control
- Grow foundation and corporate grants and pair metrics of finances with program outcomes
- Regularly evaluate the management and status of all financial resources and procedures

Board Governance and Development

- Work with the Board to plan and execute change when and where needed while understanding and respecting organizational culture and history
- Steward relationships with board members and agency volunteers to ensure a pipeline of future lay leaders
- Sharpen expectations of Board members

- Deepen and diversify the roles of Board members to advance the organization's mission and meet strategic objectives

Successful Candidates Will Have:

- Experience in the non-profit management sector, in social services, health care management, program planning/implementation, or a relevant field.
- Demonstrated track record of visionary leadership, strategic direction, effecting change and taking risks in medium to large-sized organizations.
- Ability to inspire and lead multiple audiences and in multiple settings
- Proven success in stewarding relationships with funders, Board members, staff and volunteers
- Managed diverse teams using emotional intelligence, authenticity, transparency and compassion
- Experience in revenue development, building relationships, and community outreach and a history of being a presence in the community.
- Excellent listening and communications skills
- Respect for, and commitment to, the Jewish values of the agency
- Strong critical-thinking skills and a history of viewing the world through a rational, data-driven lens. Experiments and tests new ideas, but rigorously evaluates results. Values metrics for evaluation and continuous improvement.
- Committed to the accreditation process
- Understanding of marketing, branding and how to implement strategies to increase awareness and relationships.

This position description is based upon material provided by the Alpert Jewish Family Service, an equal opportunity employer.

Sarah Raful Whinston, *Search Consultant*

To apply for this position please visit http://drgsearch.com/current-searches/?rpid=208855&postid=Kwci_bHU2Rk&webapp=1.