

## Chief Social Services Officer

### About Us

- We are **Shalom Austin**, the hub of Jewish life in Central Texas.
- We are a 501(c)3 nonprofit organization comprised of the Jewish Community Center (JCC), Jewish Federation, Jewish Family Service (JFS), and the Jewish Foundation.
- The majority of our programming operates on 40+ beautiful acres on the Dell Jewish Community Campus in the live music capital of the world – “weird” Austin, Texas.
- We are a passionate group of more than 200 staff working on our mission of enhancing the quality of Jewish life in the greater Austin area and around the world through philanthropy, education, social service, culture, spirituality and total wellness.

### About You

- You appreciate the role a faith based agency plays in the community regardless if you are a member of the Jewish faith.
- You care about **UNITY**. You recognize the importance of one team that leverages resources, talents and expertise to achieve a common purpose.
- You care about **EXCELLENCE**. You are committed to continual improvement and you consistently set new standards for success.
- You care about **RESPECT**. You nurture your workplace through honesty, sincerity and responsibility.
- You care about **CREATIVITY**. You approach both opportunities and obstacles with a spirit of flexibility, thinking critically to achieve innovative solutions.
- You care about **INITIATIVE**. You are a self-starter, driven to exceed expectations and claim a sense of ownership as you pursue your goals.
- You care about **KNOWLEDGE**. You engage in continuous learning and actively seek opportunities that provide professional enrichment and personal fulfillment.

### About the Job

We need you to fill the role of Chief Social Services Officer. This is a Full-Time, Exempt position. Within the frame work of Shalom Austin’s Mission, the Chief Social Services Officer is responsible for the overall leadership of social services, including capacity building, accomplishing this through highly-effective leadership and supervision of staff; budget management; and especially through the development of new relationships and outside funding sources (grants, etc.) that support the growth of the high-quality services provided by Jewish Family Service (JFS). The Chief Social Services Officer also works closely with the JFS committee and other lay leaders to ensure holistic, collaborative programming. You’ll also wow us by masterfully performing the following key duties and responsibilities:

- Focuses primarily on capacity building, seeking out new funding sources and opportunities to collaborate with relevant organizations in the community to ensure highly-effective continuity of JFS’s services.
- Develops, reviews, and monitors standards of professional agency practice, including hiring, supporting, and evaluating staff, ensuring that JFS is able to operate with excellence.
- Prepares budget and provides ongoing budget monitoring to ensure fiscal accountability.
- Maintains a system of statistical reporting to monitor services and activities of the agency
- Supports the Clinical Supervisor to ensure that social workers, counselors, and therapists meet required standards in clinical service delivery.
- Evaluates and monitors infrastructure needs and works collaboratively within the organization to address any needs either internally or through resource development.
- Works collaboratively with JFS staff to ensure strong customer service is provided to clients and community members accessing JFS programs and services.
- Represents the organization externally in relevant partnerships, memberships, and affinity groups at local, state and national levels.

- Serves on Shalom Austin's Senior Executive Team and works collaboratively with other agency programs/services/departments.

### **Job Requirements**

- Possess a Master's degree in Social Work, Public Administration, Nonprofit Management or other relevant field; Master's degree in Social Work and clinical licensure preferred.
- Ability to conduct extensive statistical analysis and reporting required; experience turning data collected into compelling impact stories for grants, reports, etc. required.
- 6-8 years' experience as a senior leader in a social services agency, with a proven track record of extensively growing a program or service both financially and in impact..
- Exceptional writing experience required; grant writing/editing experience preferred.
- Pass all required criminal history background checks (which may, depending on the position you are hired for, include an FBI fingerprint check).
- Adhere to our Mission, Core Values, and all HR policies and procedures.

### **Compensation and Benefits**

- We'll pay you an annual salary of \$97,000 - \$115,000 DO.E
- We offer outstanding medical insurance coverage through Blue Cross Blue Shield, and we'll pay 100% of the premium cost of our base plan on your behalf.
- We provide life and long-term disability insurance, and we pay 100% of the cost for you.
- We will give you lots of paid time off. First-year employees receive 18 PTO days, and more than 15 Jewish and Federal holidays.
- We'll offer you up to a 50% discount for your kiddos for Shalom Austin programs, including our amazing early childhood program, as enrollment allows.
- We understand that you need a work/life balance and that you have commitments outside of the workplace, so we'll do our very best to offer you some flexibility in your work schedule.
- We'll provide you with the opportunity to make a difference in the Central Texas Jewish community every day.