



Jewish Family & Children's Service of Long Beach & West Orange County

Chief Executive Officer

Position Description

Background

JFCS is an independent non-sectarian organization, and our vision is that of a community healed, one person, one family at a time. Our family services of Long Beach and the surrounding areas provide a safe and welcoming place where children, families and individuals can access a wide range of affordable services and support. Our mission is to empower people to make positive changes through professional, affordable counseling and support services.

Serving Long Beach CA and 22 surrounding cities, we help seniors to live with dignity and age safely in their homes. We offer safety and support for victims of domestic violence and their families. We provide children with counseling, art, and play therapy to help them succeed in relationships and at school.

On the 'Tech Coast', Long Beach is located between Los Angeles and Orange County. The region is a major player in the Southern California economy, plus the gateway to the Pacific Rim. Commerce and industry have thrived here with skilled, well-educated employees who are now the driving force behind technology centers, aerospace, engineering, telecommunications, and health care. Blessed with the support and resources of a state university, community college, and numerous technical training institutes, along with a harbor port, airport, and new commercial developments. The Long Beach / West Orange County region includes the cities of Long Beach, Los Alamitos, Lakewood, Huntington Beach, Cypress, Seal Beach and La Mirada. The area provides for a great quality of life and is home to many parks, golf courses and beautiful beaches. The region is also known for its diversity and rich cultural organizations like the Arts Council of Long Beach and the Long Beach Symphony, POPS, and Opera.

Summary

Reporting to the Board of Directors, the Chief Executive Officer (CEO) will have overall strategic and operational responsibility for JFCS staff, programs, expansion, and execution of its mission. The CEO will initially develop deep knowledge of field, core programs, operations, and business plans. The chief executive will ensure JFCS's leadership maintains an awareness of both the external and internal competitive landscape, opportunities for expansion, client/community base, markets, new industry developments and standards. JFCS chief executive will have the overall responsibility for creating, planning, implementing, and integrating the strategic direction of the organization and all its components and departments resulting in expanding and serving more of the communities we serve. The successful candidate must be a collaborative and energetic leader, with strong fund development and financial management skills.

ESSENTIAL FUNCTIONS & PRIMARY RESPONSIBILITIES:

- Provide strong, creative, and energetic leadership to the management team, staff, and volunteers. Ensure the development of an agency committed to the attraction, motivation, and retention of quality personnel from a management team, staff, and volunteer standpoints
- Provide oversight to the Management Team and their respective responsibilities for all areas of administration including, but not limited to, program development and evaluation, state licensing and compliance, risk management, professional development, fundraising, finance, business operations and human resources, grant and government contract management, volunteer services, marketing, and public relations
- Develop and strengthen partnerships with key stakeholders and constituencies, including funding organizations, e.g., Jewish Long Beach, individual donors, governmental bodies, private foundations and other not for profit organizations
- Direct the development of an annual operating plan and budget and take responsibility for meeting the commitments of the plan and budget.
- Seek funding sources, and design and implement fund development activities, including cultivation of major individual, foundation, and corporate donors, to achieve annual operating and endowment needs of the agency
- In conjunction with Board and the management team, develop organizational goals and objectives consistent with the mission and vision of the agency. Facilitate the accomplishment of goals, objectives, and strategic plans established in cooperation with the Board of Directors. Direct implementation of policies developed by the management team and Board of Directors
- A proven track record of developing, expanding, and growing programs and services to meet the changing needs of the community that the agency serves.
- Serve as primary spokesperson for the agency to the media and facilitate ongoing efforts to promote agency services
- Provide thoughtful leadership for all agency constituents on issues that relate to the agency mission
- Maintain an excellent working relationship with the Board of Directors and its committees
- Communicates with the public, co-workers and community members in a clear and concise, professional, and courteous manner, travels to different sites and locations

QUALIFICATIONS:

- Master's degree preferred with focus in social services, non-profit management, mental health, business administration, human services, behavioral sciences, or related field a plus
- Strong and diverse experience in all aspects of fund development including annual events, grant development, individual gift solicitation, stewardship, and endowment development
- Prior leadership experience in the mental health field is a plus
- Demonstrated ability to create and maintain partnerships between individuals, governmental and non-governmental/non-profit organizations, businesses and foundations, both locally and nationally
- Successful track-record of strong leadership having served in a senior leadership position within a non-profit organization or business community Experience in fiscal management is highly desired
- Have outstanding analytical and written/verbal communication skills. Will engage in public speaking, as the organizational representative to the community
- Energetic, inspirational, and creative thinker with high ethical standards
- A visionary and a strategic thinker who, working with the Board, develops a shared vision for the future of the organization, builds understanding around the mission, and develops and pursues appropriate goals and strategies and funding to advance that mission
- Excellent people skills with proven ability to relate to all people within JFCS and the communities it serves, as well as build consensus and respond effectively to the most sensitive inquiries, grievances, or -concerns
- Ability to evaluate the organizational effectiveness of the agency and recommend changes or new models to build capacity and efficiency
- Flexibility in dealing with the evolving needs of the community, staff, and lay leadership
- One who is committed to our mission and values
- Ability to direct total operations through program development, professional and volunteer development, supervision of staff, fund development, fiscal management, marketing, and public relations
- Ability to engage top community leaders in support of JFCS. Must be able to attend in-person meetings including community organizations, donors, foundations, and other strategic alliances

For more information or to apply, contact Carin@sageviewconsulting.com