



Jewish Family Services of Kansas City

Chief Executive Officer

Position Description

BACKGROUND:

Since 1902, Jewish Family Services (JFS) has supported and strengthened lives throughout Greater Kansas City. We provide essential human services for people facing challenges in everyday life or times of crisis – regardless of faith, age, culture, or lifestyle. JFS proudly serves more than 10,000 people annually in services areas including Keshet KC, Case Management & Food Pantry, Older Adult Services, Mental Health Services, Family Life Education and Chaplaincy. JFS has two locations; one at the Jewish Community Campus in Overland Park, KS and a second location in Kansas City, MO which also provides programs and services in the community, including their growing food pantry.

The leadership has worked hard to develop the current strategic pillars for the organization. They include:

- People Operations & Culture for a Hybrid World
- Expanded Community Impact
- Effectiveness, Capability, and Capacity
- Expanded Fundraising and Brand Awareness

The Greater Kansas City area has a thriving Jewish community with many synagogues, schools, agencies and opportunities for engagement. Kansas City enjoys a strong economy with a low cost of living. A recent study of the Jewish community found that there are approximately 22,000 Jews in the KC metropolitan area. There are terrific parks and opportunities for outdoor recreation, and it is home to the Kansas City Chiefs, The Kansas City Royals, Sporting KC and The Current. Kansas City is also a vibrant art city – both in the performing arts and visual arts.

JFS has the proud distinction of being honored as a 4-Star rated charity by Charity Navigator.

Learn more about us at <https://www.jfskc.org/>

SUMMARY:

Reporting to the Board of Directors, the Chief Executive Officer (CEO) will have overall strategic and operational responsibility for JFS staff, programs, fundraising and execution of its mission. The CEO will initially develop deep knowledge of the community, our supporters, core programs and partnerships, operations, and business plans. The CEO will have the overall responsibility for creating, planning,

implementing, and integrating the strategic direction of the organization and all its components and departments. 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 nurturing leadership to the management team, staff, and volunteers. Ensure the development of an agency committed to the attraction, motivation, and retention of high-quality management, staff, and volunteers.
- 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, human resources, grant and government contract management, volunteer services, and marketing,
- Develop and strengthen partnerships with key stakeholders and constituencies, including funding organizations, e.g., Federation, individual donors, governmental bodies, community, and family 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.
- In partnership with the Director of Development, seek funding sources, 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 the 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 the implementation of policies developed by the management team and Board of Directors.
- Serve as primary spokesperson for the agency to the media and facilitate ongoing efforts to promote agency services.
- Maintain an excellent working relationship with the Board of Directors and its committees.
- Communicate with the public, co-workers, and community members in a clear and concise, professional, and courteous manner.
- Travel to different sites and locations in support of the organization and the delivery of services.

QUALIFICATIONS:

- Master's degree preferred with focus in social services, non-profit management, business administration, human services, 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.
- A proven track record of innovating, developing, expanding, and growing programs and services to meet the changing needs of the community.
- 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 similar non-profit organization. Experience in budgeting and financial management is required.
- 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 JFS and the communities it serves, as well as build consensus and solve problems.
- 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.
- Commitment to the mission and values of the organization.
- 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 JFS. Must be able to attend in-person meetings including community organizations, donors, foundations, and other strategic alliances.
- Familiarity and understanding of Jewish traditions, religious practices, and culture.
- Tech savvy with relevant experience in information technology platforms including fundraising, customer relationship management, marketing, and social media.

COMPENSATION:

The salary range for this role is \$145K to \$165K. A generous and comprehensive benefit package is available.

Guiding Principles: JFS is guided by five principles that inform how they engage with each other and the community they serve. The right candidate will be in alignment with these values:

1. B'Yachad – Stronger Together: We are stronger as an agency and a community when we think, work, and serve together.
2. Being Human Centered: We put human experience and perspective at the center of our thinking, programming, services and interactions.
3. Collaboration: We actively seek partnering opportunities within JFS and throughout our community.
4. Innovation & Entrepreneurship: We respond and continually adapt to ongoing needs and changes in the Greater Kanas City area.
5. Open Communication: We communicate openly, honestly, and in a solution-oriented manner.

EQUAL OPPORTUNITY: Jewish Family Services is an equal opportunity employer, committed to diversity and inclusion. Employment decisions are based on qualifications, merit, and organizational need. All applicants considered for employment with dignity and respect, free of all discrimination, including that

which is based on race, color, religion, gender, language, national origin, ancestry, age, disability, marital status, sexual orientation, and gender identity or expression.

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