

Employment Opportunity

# Executive Director

at Jewish Social Services of Madison

Madison, WI



Please apply on our website: [Executive Director at Jewish Social Services of Madison](#)



# ABOUT THE ORGANIZATION



[Jewish Social Services of Madison](#) has exclusively retained [The QTI Group](#) to lead the search for its next Executive Director.



Jewish Social Services of Madison (JSS) empowers families and individuals across generations and cultures to build community and self-sufficiency, with a strong commitment to the Jewish community and inspired by Jewish values. JSS serves all communities regardless of religion, ethnicity, nationality, language, or immigration status, and brings an incredibly long history of working in Dane County to help ensure that individuals and families have their basic needs met while helping them be as independent as possible.

Our agency provides a wide range of services to support seniors, individuals, and families in need.

## **Family and Senior Services**

JSS helps to support and empower families and individuals who are struggling in Dane County. We serve all people, providing general case management, help with navigating public services, senior transitions, guardianship, and housing and rental assistance. We also provide emergency relief funds for families facing eviction.

## **Jewish Spiritual Care**

We provide support and comfort for Jewish individuals and families who are coping with illness, aging, addiction, grief, or other life challenges and do not have access to another Rabbi. Much of the support is provided through individual connections with Rabbi Renee Bauer.

## **Lechayim**

JSS hosts the Lechayim series, a weekly gathering place for seniors, community members, volunteers, and our staff. The program serves as the only Josher meal site in Dane County, and also an official nutrition site with the County.

## **Community, Education, and Engagement**

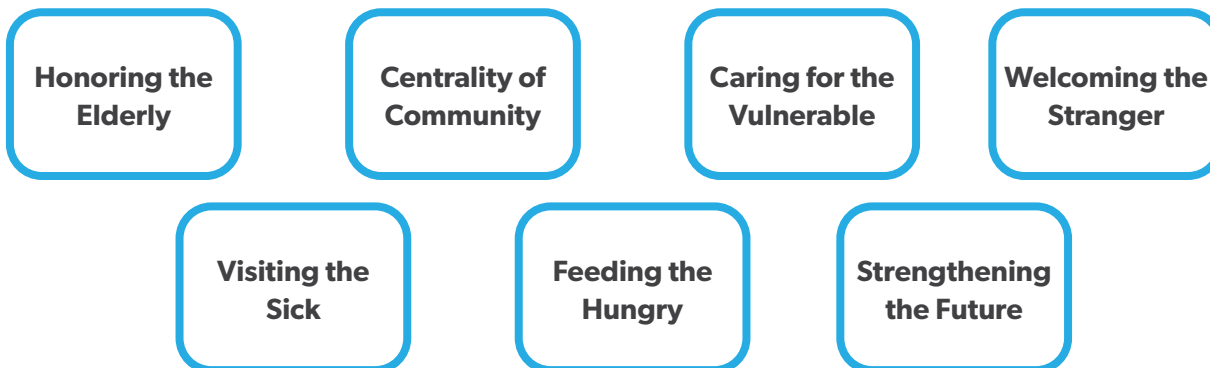
JSS is committed to bringing people together, as well as fostering education and engagement. We host Shabbat services at retirement communities, present the Levy lecture series each summer, and work with a large team of volunteers to provide community services.

## **Refugee Resettlement**

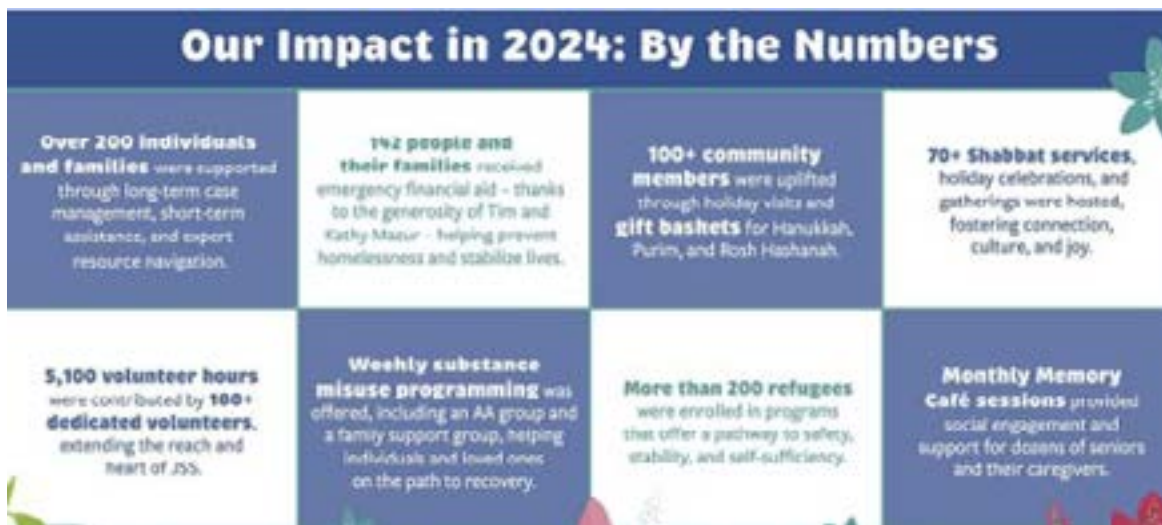
JSS is the only agency providing refugee resettlement in South Central Wisconsin. We have been involved in this work since the 1970s, when we began resettling Jewish individuals fleeing antisemitism in the USSR. Today, as an affiliate of HIAS, we resettle families from all over the world.



## Our Core Values include:



In 1978, we helped 152 clients; today, we serve nearly 1000 clients annually, prioritizing access regardless of financial means.



# ABOUT THE OPPORTUNITY



**Jewish Social Services of Madison** is seeking a mission-driven **Executive Director** to lead the organization with passion and a deep commitment to core Jewish values. This leader will provide balanced, forward-thinking leadership, emphasizing values-driven decision making, team leadership, financial management, public relations, fundraising, strategic planning, and board governance, while cultivating strong, collaborative partnerships with community agencies to advance the organization's impact.

## Value-Driven Leadership

- Inspirational and dynamic leader who is relationship-focused and committed to empowering and supporting the organizational culture.
- Commitment to upholding the essential Jewish values of the organization in its service to diverse communities in Dane County.

## Strategic Leadership

- Collaborates with the Board to provide forward-looking leadership, setting a clear and compelling direction for the organization.
- Champions the creation of a strategic plan with measurable goals and objectives that advance the mission.
- Provides strategic operational and organizational leadership, overseeing day-to-day functions while ensuring programmatic excellence through continuous evaluation and alignment of operations with organizational goals and priorities.

## Team Leadership & Management

- Lead, coach, and develop JSS Madison staff, overseeing hiring, retention, and performance management.
- Provide day-to-day operational supervision while ensuring alignment of agency functions with organizational values and mission.
- Collaborate with management staff and external HR/payroll partners to ensure efficient operations and address team concerns.
- Implement work plans, monitor performance, and foster a high-performing, accountable, and motivated team.

## Financial Management

- Develop, recommend, and manage the annual operating budget, including grant and contract management, in consultation with JSS' outsourced accounting firm and the Finance Committee of the Board of Directors.
- Provide timely, accessible financial updates to executive leadership, the board, granting agencies, and other key stakeholders.
- Work with outsourced accounting firm to ensure adequate internal controls over the assets of the organization and to ensure annual audit requirements are met.

## Fundraising & Development

- Provides strategic oversight of the fundraising calendar, including campaigns, appeals, and grants.
- Builds and sustains strong relationships with major donors and the broader donor community.
- Secures private and government grant funding to advance organizational priorities.
- Identifies and pursues new and innovative funding opportunities and revenue streams to ensure long-term sustainability.

### **Communications & Public Relations**

- Maintain strong connections with relevant communities, including both Jewish and refugee resettlement networks.
- Represent the agency at community events, with other organizations, government entities, businesses, and in the media.
- Lead initiatives to enhance the agency's branding and overall public profile.

### **Board Governance**

- Serve as the key liaison and collaborator between the Board of Directors, Executive Committee, staff, and committees.
- Coordinate with the Board and committee chairs to plan agendas, establish priorities, and provide regular updates on the progress of strategic goals and organizational health.
- Oversee financial planning and governance by working with the Finance Committee to develop fiscal policies, budgets, and asset management, while managing an annual Board operating calendar for effective meeting and planning cycles.

### **Required Qualifications & Demonstrated Experience**

- Strong knowledge of Jewish values and culture, with an ability to engage effectively within the Jewish community.
- Degree in Public Administration or related field, or equivalent expertise demonstrated through professional experience.
- Minimum of 5 years of experience in a leadership role within social services / not-for-profit sector.
- Demonstrated leadership experience engaging and influencing diverse teams and community partners to achieve organizational objectives while fostering a motivating, positive environment.
- Experience with, familiarity with, or willingness to learn about refugee resettlement programs.
- Significant leadership experience overseeing teams, with responsibility for performance management, conflict resolution, and all aspects of recruitment and staffing.
- Demonstrated success in nonprofit fundraising and development, encompassing major donor engagement, campaign leadership, and grant management.
- Experience in board governance and in partnering with boards of directors to advance organizational goals.
- Public relations and external communications experience, including representing organizations in both community and media settings.
- Strong financial and administrative management experience, particularly in budgeting, audit compliance, and human resources.
- Ability to understand and utilize technology strategically to support and advance the mission of the agency.

# APPLICATION & SELECTION PROCESS



**Jewish Social Services of Madison** has exclusively retained **The QTI Group** to lead the search for its next Executive Director. The QTI group is a comprehensive human resources advisory services firm founded in 1957. QTI is headquartered in Madison, WI.

**Working Environment:** While some work may be done remotely, the Executive Director is expected to maintain a regular presence in the office and be visible to staff and stakeholders.

**Target Start Date:** December 15th, 2025.

**Compensation:** This position offers a salary range of \$115,000 - \$130,000, based on experience and qualifications, and includes a comprehensive total benefits package.

**For more information, please contact:**

**Brooke Hintze, MSE, CDR**

Executive Search Consultant

[brooke.hintze@qtigroup.com](mailto:brooke.hintze@qtigroup.com)

608.257.1057

**Apply Online:** [Executive Director of Jewish Social Services of Madison](#)

**Application Deadline:** Friday, September 26, 2025, at 4:00 pm CT.

# ABOUT MADISON, WI



The position is located in Madison, Wisconsin. Madison anchors a thriving economic region of over 536,000 residents, which includes the state capital, a world-class research university the University of Wisconsin - Madison, and growing technology and research industries. Madison earned the number one spot on [Livability's "Best Place to Live in America"](#) for both 2021 and 2022.

Madison is a rare combination of thriving businesses, progressive government, rich culture and advanced education - all in a setting of rare natural beauty. Surrounded by five lakes, laced with bike trails, and enlivened with numerous parks and green spaces, the area offers countless opportunities to enjoy a balanced lifestyle in a dynamic Midwestern city.

For more information on life in the Madison area, please visit: <https://www.visitmadison.com/media/fun-facts/>