**PRESIDENT/CEO**

**POSITION ANNOUNCEMENT**

**VOICES FOR CHILDREN**

**San Diego & Riverside Counties, California**

**Position Summary**

Voices for Children, serving San Diego and Riverside Counties, seeks a dynamic, strategic, and highly collaborative President/CEO to lead one of the largest Court Appointed Special Advocate (CASA) programs in the United States.

VFC’s next President/CEO will take the helm at an exciting and important time for the organization. Voices for Children was founded in 1980, as a grassroots organization that was one of the earliest adopters of the “CASA” model of volunteer court advocacy, which was begun as a pilot program in Seattle in 1977. In 2006, the VFC board and staff set an ambitious vision to “Serve Every Child” who needs a CASA, and over a decade, that vision is nearly realized. In that period since 2006, the budget grew from $1.9 million to the current budget of $6.4 million. Currently, in San Diego County, there are 5,000 children in the foster care system over the course of one year; in Riverside County, 5,400 children are in the foster care system. Today, VFC serves 3,050 San Diego County foster children with advocacy and reviews case files for all 5,000 children in care. In addition, since 2015, VFC has operated the CASA program in Riverside County, which is in its early stages of development. Currently, it is serving 250 children. VFC manages 1,600 CASA volunteers in two counties, with a paid professional staff of 75. The Board of Directors of Voices for Children numbers 27—leaders and philanthropists from throughout San Diego County.

Voices for Children is the largest CASA program in the Western United States and in the Top 3 of all U.S. CASA programs. The VFC Board is now engaged in strategic planning, looking forward to the future vision for the organization. VFC’s next President/CEO will build on the strengths of past accomplishments and be part of the new vision for the future.

**Mission**

Voices for Children transforms the lives of abused, neglected, or abandoned children in the foster care system by providing them with trained volunteer Court Appointed Special Advocates (CASAs). For more information, visit [www.speakupnow.org](http://www.speakupnow.org).

**Candidate profile**

The successful candidate will be an experienced leader who is:

* **Passionate** about improvingthe lives of children, youth, and young adults living in the foster care system;
* **Visionary and strategic**: skilled at translating VFC’s vision into concrete actions and programs;
* **Inspiring and empowering**: able to nurture staff growth, and promote high performance and accountability;
* **Inclusive and collaborative**: with exceptional interpersonal, relationship-building, and coalition-building skills; adept at engaging and motivating staff, Board, donors, funders, the court, and community partners in advancing VFC’s work and mission;
* **A person with high integrity and ethics**: able to maintain a strong culture of trust and respect, deliver on commitments, and always put the goals and mission of Voices for Children first;
* **Resourceful and innovative:** bringing an optimistic, can-do approach to achieving the most possible with whatever resources are available; and willing to innovate and find the best new solutions to help children in the foster care system.

**Candidate skills and experience**

The successful candidate for this position will have:

* **At least ten years of senior level leadership and management experience,** preferably as a CEO, COO, or Executive Director in a nonprofit organization, with a proven track record of success in board cultivation and relationship management, staff management, program development, fundraising and resource development, and operational oversight.
* **Advanced degree or equivalent experience** is preferred in law, public administration/policy, child welfare, business, nonprofit management, or related fields.
* **A strong record of growing an organization and raising funds from diverse sources for nonprofit organizations;** keen understanding and deep experience of nonprofit funding strategies; track record of finding new opportunities for support and expanding the VFC donor base.
* **Demonstrated success in financial and operations management,** including managing financial plans, forecasts, budgets, and operational oversight.
* **Demonstrated success in supporting a Board of Directors** in its governance role, fostering its ongoing development, and keeping it informed of internal and external challenges and opportunities.
* **Experience and knowledge of legal and other issues** surrounding child welfare, children, youth and family programs, domestic violence, positive youth development, policy development, or related fields are desired but not necessarily required;
* **Demonstrated success working in a complex organization with multiple stakeholder groups** (i.e., collaborating with the court, board, staff, donors, volunteers, legal community, child welfare community, and other local/regional/state/national partners).
* **Excellent written and verbal communication skills**; including strong listening skills and the ability to connect with and inspire a wide range of partners and stakeholders; excellent public speaking and presentation skills as a spokesperson for Voices for Children.
* **Demonstrated problem-solving and analytical skills**.
* **Experience in marketing, communications, and building organization brands.**
* **Expertise in research and evaluation**;
* **Experience in ensuring organization compliance** with federal, state, and local regulations and standards.
* **Comfortable with technology**. Must be able to use Excel, Word, and other technology and applications necessary to perform the job.

**The successful President/CEO candidate is expected to excel in the following areas:**

1. **Board Relations and Board Development**

* Provides leadership to and maintains appropriate relationships with the Board of Directors, committees, and advisors.
* Attends all meetings of the Board of Directors and staffs committees as appropriate.
* Assists with Board recruitment; administers Board orientation and training.
* Provides reports outlining the organization’s progress towards goals in preparation for each meeting of the Board of Directors. Provides background information, and informs the Board of current trends in the foster care arena.
* Recommends policies to the Board for the overall efficient and cost-effective administrative operation of the agency.

1. **Administration/Management:**

* Supervises department heads responsible for management of day-to-day operations.
* Implements policies adopted by the Board and maintains agency accountability.
* Hires, supervises, and evaluates staff.
* Oversees the recruitment, training, and supervision of CASA volunteers.

**3. Resource Development:**

* Works with Board of Directors and the Development staff on the planning and implementation of a successful resource development plan, from cultivation through solicitation to stewardship of donors to Voices for Children.
* Serves as the primary liaison with all major donors and private and public funders.
* Develops planned gifts and promotes The Advocates Circle (legacy giving)

**4. Financial Administration:**

* Works with the CFO and department heads on the development of the annual agency budget.
* Oversees the budget and controls resources once the budget is approved by the Board of Directors.
* Directs financial operations including the preparation of tax returns, financial statements, audit preparation, and financial reports for funding sources and the Board of Directors.

**5. Program Development:**

* Provides vision and oversight of achievement for all goals, objectives, and activities outlined in the strategic plan and the operational plan.
* Ensures that dependent children in the foster care system receive the highest level of services available from VFC.
* Responsible for the professional quality and performance of VFC staff and CASA volunteers.
* Establishes and maintains relationships with volunteers to monitor morale and ensure the effective implementation of all policies.
* Maintains solid working relationships with the Presiding Judges of Juvenile Court in San Diego and Riverside Counties, and with the State of California Judicial Council.
* Supports and operates the Riverside program to develop a plan as to Riverside’s future structure.

**6. Community, Government, and Public Relations;**

* Maintains effective relationships with Juvenile Court, the San Diego County Health and Human Services Agency, the Riverside Department of Public Social Services, County Counsels, Public Defenders Offices, Dependency Legal Services, Children’s Legal Services, Panel Attorneys, Juvenile Justice Commission, the Dependency Court Policy Roundtable, The Blue Ribbon Commission, National CASA Association, California CASA Association, other professional and social service groups, the nonprofit communities in San Diego and Riverside Counties, and funding sources related to Voices for Children.
* Serves on or appoints representatives to serve on appropriate committees.
* Serves as chief spokesperson for the organization.
* Maintains relationships with media and other organizations and associations through presentations, speaking engagements, and written communications.
* Works in partnership with the Judicial Council, California CASA, and National CASA towards the achievement of our common goals and the improvement of the foster care system.
* Completes at least 15 hours of continuing education annually.
* Works to further the Mission and Vision of Voices for Children.

This is a full-time exempt position located in the Voices for Children offices in San Diego, California. The President/CEO must be able to travel throughout the state and nationally.

Candidates must meet all screening requirements as set forth in the California Rules of Court, Rule 5.655, and successfully complete the California Department of Justice, Federal Fingerprint, and Child Abuse Index clearances. Must possess a valid California Driver’s License, a clean driving record, and provide proof of insurance.

**Compensation and Benefits**

Salary iscompetitive with market standards. VFC’s benefits package includes paid medical, dental insurance; sick leave, vacation, plus (13) paid holidays.

**Work Schedule**

Standard workweek is 40 hours; however, employees are expected to work any additional time necessary to meet deadlines and complete assignments. Evenings and weekends may be required. The VFC office shall be open for business during the following hours, except as hereinafter noted: Monday through Friday: 8:00 a.m. to 5:00 p.m. Coverage at the office by the program and office staff shall be according to such schedule as developed by the President/CEO.

**How to apply**

Apply via our **Careers Site** at the following link: <https://www.jsco.re/x2-y>.

No phone calls, please.  Position open immediately and will remain open until filled.

**EEO Policy Statement**

Voices for Children provides equal employment opportunity for all employees and applicants for employment and does not unlawfully discriminate on the basis of age, sex (including pregnancy, childbirth, or related medical conditions), color, race, national origin, ancestry, religion, marital status, family care status, physical disability, mental disability, medical condition, veteran status, sexual orientation, gender identity, or any other basis protected by federal and state laws.