

PRESIDENT & CEO

POSITION OVERVIEW:

Reports to: Board of Directors
Location: San Diego



WHO WE ARE:

Voices for Children (VFC) is the third largest Court Appointed Special Advocate (CASA) program in the nation, serving over 3,000 foster children annually in both San Diego and Riverside Counties. Founded in 1980, our organization was one of the earliest adopters of the "CASA" model of volunteer court advocacy. In 2006, the VFC board laid out an ambitious vision to "Serve Every Child" in need of CASA services, and over a decade, that vision is nearly realized. Since launching "Serve Every Child," VFC has grown significantly, from \$1.9 million to our current annual budget of \$6.4 million. Our network of highly trained CASA volunteers provides foster children with critical advocacy and support services. In 2015, we added our new CASA program in Riverside County, which now serves an additional 250 children. In total, VFC manages 1,600 CASA volunteers across 2 counties, with a professional staff of 78. Our board of 27 leaders is extremely engaged, representing almost every part of San Diego County. After 20 years of outstanding leadership and service, VFC's CEO will step down at the end of September, to assume a new statewide CASA leadership position. Please visit www.speakupnow.org to learn more about our incredible work.

Mission: Voices for Children transforms the lives of abused, abandoned, or neglected children by providing them with trained volunteer Court Appointed Special Advocates (CASAs).

Vision: Voices for Children believes that every child deserves a safe and permanent home and, to that end, will provide a trained CASA volunteer to every abused, abandoned, or neglected child who needs one, and advocate to improve the lives of children in the foster care system.

POSITION SUMMARY:

This is an exciting time to join VFC, as we wrap up our most successful year ever. Our organization runs very lean, requiring the CEO to be involved in almost every area to a degree. However, the primary focus areas for the role are: 1) fundraising and donor relations 2) managing VFC's relationship and operations with the court systems and 3) business operations, staff development and volunteer management. Looking ahead, the new CEO will work closely with the board to update the strategic plan, increase the breadth and depth of services provided to foster youth, and work to increase grant and contract revenue sources. We seek an experienced, high energy leader, who places a premium on workplace culture, and who can "bring the fun factor." Above all, the role requires a skilled public speaker and storyteller who can passionately communicate the critical need for and impact of our work.

REQUIRED SKILLS & EXPERIENCE:

- **Senior leadership experience** - preferably as a CEO, COO, or Executive Director in a nonprofit organization (corporate experience also helpful), ideally with a budget of at least \$5M annually.
- **Board relations** - experience working with a large board of highly engaged senior leaders, including reporting, advising and board member recruitment.
- **Fundraising** – deep experience in effective nonprofit funding strategies, with a track record of developing new and innovative funding sources and expanding donor bases.
- **Finances** - experience managing financial plans, forecasts, budgets, and oversight.
- **Branding and communications** - ability to drive innovative marketing and communications strategies to build VFC’s brand awareness and organization footprint.
- **Managing complexity** - demonstrated success working in a complex organization with multiple stakeholder groups (i.e. board, staff, donors, volunteers, local/regional/state/national partners).
- **Communication skills** – written and oral, including strong listening skills and the ability to connect with and inspire a wide range of partners and stakeholders.
- **Public speaking and media relations** - excellent public speaking and presentation skills; ability to passionately and effectively tell our story and inspire others to action. Enjoys public events.
- **Research and evaluation** - able to effectively navigate the legal environment; analyze, understand and communicate legal, policy and legislative changes to stakeholders.
- **Compliance and QA** - experience ensuring organizational compliance with federal, state, and local regulations, standards and best practices.
- **Helpful but not required:**
 - **Advanced degree or equivalent experience** in public administration, law, business, nonprofit management, or a related field.
 - **Experience with legal and other issues** surrounding child welfare, youth and family programs, domestic violence, positive youth development.

KEY RESPONSIBILITIES:

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 committees as appropriate.
- Assists with Board recruitment; administers Board orientation and training.

2. Administration/Management:

- Supervises department heads who are 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 and Financial Administration:

- Works with the Board and development staff on the planning and implementation of a successful fund development plan, from cultivation through solicitation to stewardship.
- Serves as the primary liaison with all major donors and funders.
- Develops planned gifts and promotes The Advocates Circle (legacy giving)
- Works with the CFO and department heads on the development of the agency budget.
- Oversees the budget and controls resources once the budget is approved by the Board of Directors.

4. 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.
- Maintains solid working relationships with the Presiding Judges of Juvenile Court in San Diego and Riverside Counties, and with the state Judicial Council.

5. Community, Government, and Public Relations;

- Maintains effective relationships with a range of public agencies including Juvenile Court, the San Diego County Health and Human Services Agency, and the Public Defenders Office. Works frequently with judges, attorneys, law enforcement and other officials and influencers.
- Experience winning and managing government grants.
- Serves on or appoints representatives to serve on appropriate committees.
- Serves as chief spokesperson for the organization, and maintains media relationships.
- Completes at least 15 hours of continuing education annually.

LEADERSHIP & MANAGEMENT STYLE:

- Clear passion for foster youth and improving the system
- Warm and personable, with a commitment to inclusive leadership
- Doesn't shy away from having tough conversations when necessary
- Puts the needs of the children we serve and our staff at the core of everything they do
- Ability to work well within the complexities of the legal system
- Promotes a supportive workplace culture, with a high level of staff engagement
- Skilled at staff development – enjoys being a coach and mentor
- Transparency and openness to feedback and constructive criticism
- Demonstrates tact and diplomacy at all times

PLEASE NOTE: 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.

For more information or to apply, please contact:

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