

Executive Director

The Family Place

The Organization

The Family Place is a non-profit organization, founded in 1985 and based in Norwich, VT. As one of fifteen designated Parent Child Centers in Vermont, we play a vital role in our community's social safety net. The mission of The Family Place is to deliver comprehensive programs designed to strengthen positive relationships, teach essential skills, and promote enduring healthy growth for families with young children. Our on-site, off-site and virtual services for families include home visits, early intervention, nursing services, parenting classes, treatment for the trauma of sexual abuse, assistance with childcare costs, and playgroups. We have two accredited Child Advocacy Centers responding to the needs of child sexual abuse victims throughout Windsor County. We also deliver support to families in pediatric settings through two medical center partnerships.

With 44 staff and an annual budget of \$3.2 M, our work involves a whole-family approach to helping children thrive, addressing critical quality-of-life issues such as child safety, financial stability, healthy development, mental health, literacy and education, food and housing security. In 2021-2022, over 1,200 children (from more than 900 families) benefited from our programs and services.

More information about The Family Place can be found at: <https://the-family-place.org>

Current Circumstances

This leadership transition is underway at a moment when there is an alignment of circumstances and potential to support growth and innovation. Our organization is widely respected throughout the communities we serve. Our board of community leaders and subject matter experts is fully engaged and alert to its role in support of the Executive Director and as champions in our community. Our outgoing Executive Director's deep commitment to our mission and our staff has carried us through COVID and its many attendant challenges. Our leadership team has grown during this period and is well positioned to provide overall day to day leadership of the organization, in support of an Executive Director focused on strategy, overall executive leadership, development, growth and innovation. This, together with our credibility as a valued and trusted partner in our community, and our healthy culture, are a foundation for what we do next.

There are many families and children with unmet needs throughout the region we serve, who could prosper with our support. At the same time, our region is home to many world

class institutions, businesses and innovators who represent untapped potential for collaboration and support. There is also a rich network of fellow providers and advocates who are natural allies to our work. While we are respected and supported by many in these communities, there are opportunities to engage a much larger and diverse base of support if we communicate our mission and impact more fully.

Looking back, The Family Place has grown from a small, single program to its current structure. Growth and innovation are in our organization's DNA. Recent examples of investments we have made to respond to emerging needs include:

- A comprehensive commitment to DEI in every element of our work.
- An innovative collaboration embedding a DULCE specialist in a key regional pediatric clinic, and other integrative strategies with Dartmouth Health.
- Professionalizing our infrastructure with the addition of Directors of Administration and Leadership Giving, and a human resources specialist.
- Complementing our effective Medicaid billing process with the addition of a private insurance billing protocol.
- Enhancing our staffing capacity and facilities to meet the needs for trauma-informed mental health services.

Looking forward, our realization is that for The Family Place to continue on its path as a regional family resource center for parenting education and family support we need a strategic, growth oriented Executive Director, aligned with our engaged board, strong leadership team and dedicated staff. We expect this means orienting the board to focus on strategy and resource development, in a collaborative relationship with an empowered Executive Director. We anticipate growing the board to identify additional members with strong development experience, who are philanthropists, thought leaders and experts in disciplines relevant to the strategic agenda we shape together.

We are fortunate to have a skilled, professional, hardworking, and dedicated staff who are ready to evolve with this strategic direction. We see the opportunity and the need to invest in process improvement and professional development, and to identify resources to compensate our staff in step with inflation and to recognize the tremendous dedication our work requires.

We envision the new Executive Director as focused on strategy, development, innovation, program improvement and board and staff development. The Executive Director will need to support and fortify the staff, to assure continued, effective operational performance.

We are blessed to live in such a beautiful place – surrounded by natural beauty, quaint New England villages, four-season recreational opportunities, and alongside a world-class university and hospital system with extraordinary cultural, technological, educational, research and partnership opportunities and resources. We celebrate our good fortune and

our strong community, and we embrace the obligation that arises from this - to welcome and serve those in need.

We have a precious opportunity in this transition. We aim to take advantage of this moment. We offer an open dialogue with serious candidates, to candidly share and explore our circumstances and to invite the analysis and the vision of those who may lead us.

Qualifications

The Family Place is seeking an Executive Director with the vision and skills to help us fully realize our mission of providing enriching, educational and therapeutic experiences and to foster a community dedicated to the transformative power of family-centered supports and services for children and families. The Executive Director will be a leader with extraordinary vision who is able to realize that vision through a rich interaction with the Board, staff, community members, supporters, volunteers, and those who are served by the organization. The Executive Director must have a value set consistent with a culture that is based upon respect, collaboration, high ethical standards, and a passion for our mission.

The Executive Director must have the skills to assure that The Family Place programs are responsive to the dynamic environment and changing needs of those it serves, and that the methods and resources employed reflect best practices. A minimum of 5 plus years' experience in a senior leadership role, or its equivalent, is required. An advanced degree in management, public administration, education, community development, or other related disciplines is a plus.

Specific skills and commitments required of The Family Place Executive Director include:

- **Leadership:** Commands respect for his or her character and values. Is well connected and has extensive experience working with local, regional, or national governmental, educational, policymaking and grant making institutions and leaders. Can inspire others and engage in collaborative leadership.
- **Vision:** Has a clear capacity for advancing opportunities for The Family Place and for using the resources of the Board, staff, volunteers, funders, policymakers, citizens, activists, and the media to realize this vision.
- **Diversity:** Is a skilled practitioner in issues of power, oppression, and cultural sensitivity; embraces diversity of race, ethnicity, religion, gender, age, and sexual orientation; and has a demonstrated track record of developing and reinforcing an anti-oppression lens in the external and internal work of the organization.
- **Fundraising:** Skilled as a fundraiser and capable and comfortable in the role of lead fundraiser for the organization. Has a proven track record of garnering

significant resources and maintaining strong relationships with funders and donors.

- **Management Skills:** Possesses a proven track record managing staff, finances and a complex organization in a manner that is progressive, fair, and consistent. Experienced in program development and implementation and skilled at building and growing an organization.
- **Communication Skills:** Is an effective marketer, who can promote the qualities and potential of The Family Place to a broad audience. Demonstrates superior verbal and written communication skills and can serve as the primary spokesperson for the organization, while directing and inspiring Board leaders, program directors and volunteers to effectively represent the organization in their areas of expertise.
- **Interpersonal Skills:** Is well grounded in techniques and skills of listening, providing feedback, catalyzing learning, and creative activity, promoting respect, and setting limits.
- **Knowledge/Understanding:** Has a sophisticated understanding of the political, cultural, social, technological, and educational issues confronting families with young children and has a strong understanding of the landscape of change and opportunity in this field.
- **Organizational Skills:** Is creative and imaginative. Has a proven ability to attract outstanding and diverse talent. Is resilient, decisive, and can stick to a plan and lead it through to completion. Is skilled at appropriately assigning responsibility and authority.

Application

The Family Place is an equal opportunity employer. All candidates will be evaluated on a merit basis. Our base salary range is \$100,000 to \$120,000 and is negotiable, depending on qualifications and experience. Serious candidates will be offered an open discussion about compensation early in their conversation with us.

Our consultant, Ted Ford Webb, will welcome inquiries from those who would like to explore this opportunity in more detail. He can be reached at the email address below.

Resumes and a cover letter may be submitted, in confidence, to:

Ford Webb Associates, Inc.
60 Thoreau Street
Concord, MA 01742
Or

TFP@fordwebb.com