



Christian Services for Children in Alabama
JOB DESCRIPTION
May, 2018

POSITION: Interim Executive Director
ORGANIZATION: Christian Services for Children in Alabama
LOCATION: Selma, Alabama
REPORTS TO: Board of Directors

Vision

Christian Services for Children in Alabama

- Strives to be an organization that has a positive, recognizable, long-term impact on ALL children and youth in our care by providing professional, cost-effective, and timely services.
- Provides services that nurture, restore, and reclaim those children who have experienced various types of abuse and neglect.
- Provides opportunities to families and individuals who wish to share their love, time, and resources to nurture vulnerable children and youth toward independence and enriched lives.
- Provides support and effective intervention strategies to strengthen and preserve the family as the most important institution in the lives of its members and the community.
- Invests in human lives with love, dignity, and grace.

History

In early 1991, Christian Services for Children in Alabama (CSCA) responded to the state of Alabama's request for community-based services in the development of least-restrictive placement environments. Historically CSCA is viewed as a cutting-edge Therapeutic Foster Care provider and an engaged partner in the initial development of the statewide Family Preservation

Services. Through contractual relationships, CSCA has worked with the state to support children in out-of-home placements and those who live with their natural families.

With state-granted funds, support from the Christian Church (Disciples of Christ), other local churches, public sectors, and private individuals, we currently center our work on two main programs.

Intensive In-Home Services (IHS) provides in-home supportive services to families in crisis. This family preservation program helps families to function better so their children can remain safely at home and avoid unnecessary disruptions. CSCA Family Specialists are available to families 24/7 for crisis response.

Our FOCUS program serves families in six Alabama counties: Autauga, Chilton, Dallas, Marengo, Perry, and Wilcox. All referrals are received through the local County Department of Human Resources.

Therapeutic Foster Care (TFC) is designed to rehabilitate children and youth, typically ages 7-18, who are emotionally and behaviorally challenged due to varying degrees of physical, emotional, and sexual abuse. Trained and certified TFC parents provide Treatment intervention in a supportive family setting, under the supervision of CSCA staff, until the youth's natural family can be reunited or a permanent placement through adoption or independent living can be arranged.

All children served in the TFC program are in the legal custody of their local Department of Human Resources. The TFC program serves a catchment area of approximate 50-mile radius of the CSCA office, including Selma, Montgomery, and surrounding counties.

The Opportunity

The Board of Directors of CSCA seeks an **Interim Executive Director** to lead a process of discovery, that will allow CSCA to take a fresh look at its mission, program and practices. This should result in the development of a strategic framework and plan that names necessary cultural and operational changes in order to position CSCA to be successful in the current and future environment.

CSCA's Interim Executive Director will shape, guide and execute the organization's vision for the future. The Interim ED will be guiding CSCA through the transition from the leadership of the founding ED and through the Board's Search for the new ED. This is an opportunity to build on a 25+ year history of service **as a faith-based ministry affiliated with the Christian Church (Disciples of Christ) in Alabama and Northwest Florida** while accelerating the agency's impact on the 21st century. The board seeks a leader who will partner with them in managing a leadership transition that sets up CSCA for a dynamic, sustainable future. The strategy for the transition includes these four priorities:

- **Transition Leadership.** Focus the attention of staff, key stakeholders, board members and the community on needs relevant for an organization moving on from its founding ED, so as to provide the eventual permanent leader a successful launch into a long tenure.
- **Staff Retention.** Take a fresh look at employee recruitment, training, evaluation and retention policies, with an eye to maintaining adequate staffing during the transition and establishing stronger processes for the next ED.
- **Grant Sustainability.** Provide organized administrative leadership such that CSCA's primary funding source- state grants- receive due attention. Key issues such as meeting deadlines, writing effective reports, training staff and clients to participate in reporting and managing relationships with various agencies will demand quality oversight.
- **Accreditation Management.** Alabama's Department of Human Services will soon begin requiring organizations receiving funds to be nationally accredited. CSCA must complete the accreditation process in time for its next grant application. The interim ED will oversee that process, begun by the outgoing ED, working with board and staff to implement best practices, consulting experts for trainings, and meeting key deadlines, with the goal of handing off the process to the new ED at or near completion.

Candidate Profile

CSCA is seeking an innovative leader who is a passionate advocate for CSCA's mission and will inspire others to support the organization. This individual has experience leading and directing organizations with diverse internal and external constituencies. S/He is a change agent, with the capacity to implement effective organizational practices, while creating an institutional culture that can adapt to a changing strategic landscape.

Key skills and attributes include:

- **Leadership and Vision.** Provides inspiration, leadership and support to the Board, staff, volunteers, donors, stakeholders and other constituents in achieving CSCA's goals and objectives. High-profile, high-energy position requires a dynamic individual who will motivate others to support CSCA.
- **Relationships.** Builds strong and sustainable relationships that translate into successful collaborations, impactful partnerships and fundraising results. Delivers excellence through personal accountability, motivation and engagement. Demonstrates political acumen and comfort with both complexity and ambiguity.
- **Sustainability.** Runs a fiscally sustainable organization, and coaches a strong leadership team that executes the strategic plan to grow the impact of the institution. Establishes metrics for operating results and financial performance as well as for achieving balanced growth across all the organization's components and functions. Is accountable for results and sets high ethical standards.

- **Philanthropy.** Has successfully engaged in and has an appreciation for an institutional culture of philanthropy in collaboration with the board and staff. Understands the dynamics of effective fundraising. Can demonstrate personal knowledge of fundraising tools and appreciates need to build effective, durable, relationships with funders and donors.
- **Governance.** Understands nonprofit governance and has the skill to support the Board's development as CSCA's strategic governing body. Experience framing issues for Board review, discussion, input and action. Advocates for the Board's development, evaluation and performance.
- **Communications.** Media savvy. Experienced spokesperson who knows how to elevate an institution's mission, presence and brand locally, regionally, and nationally. Enjoys public speaking opportunities with the media, policymakers and a broad range of constituents.

Qualifications

Candidates must have a master's degree in Social Work from an accredited program. Candidates must also have at least five years of experience in family and children's services with progressively responsible duties in supervision and/or administration, as required by the state of Alabama for child placing agencies.

The successful candidate will have at least five years of progressive leadership experience in nonprofit, corporate or government sectors. S/He must be able to demonstrate the ability to operate effectively within a nonprofit, faith-based governing environment. S/He must also be able to effectively manage administrative tasks as well as provide skilled clinical leadership to staff within the agency.

This leader understands how to creatively address the fast-changing operating environment in which CSCA operates. S/He has experience fostering change to ensure a responsive organizational culture. This individual is results-oriented and will demonstrate success in operating a financially healthy and sustainable organization. This executive has experience building teams, structures, and systems to support an impactful institution. This individual has experience building durable relationships with partners, donors, stakeholders and constituencies, including a spiritual community. The ideal candidate will have knowledge and experience of nonprofit fundraising strategies and practices. Specific experience in social service or child welfare management is preferred. As a key spokesperson for CSCA, this individual must have strong verbal and written communication skills.

To Apply

To apply for this position, please submit a **Letter of Interest** and a **Resume** electronically to:

Interim Executive Search Committee, Christian Services for Children in Alabama
dcartwright@nbacares.org **Deadline: May 31, 2018 – 5 p.m. CST**