



CHILD & FAMILY SERVICES

Invites Applications and Nominations for the Position of:

CHIEF EXECUTIVE OFFICER

The Opportunity

The Board of Directors of Child & Family Services, Inc. is seeking their next Chief Executive Officer (CEO). The CEO reports to the Child & Family Services Board of Directors and will be responsible for driving agency vision and strategy, operating plans, fiscal management, and policies for Child & Family Services, Inc.

Key Responsibilities

The CEO directs operations to achieve defined goals and directs through subordinate leadership the activities of each unit and department within the agency to ensure achievement of objectives. The CEO exercises judgment in determining management direction for the agency that will most effectively meet the needs of each constituency that the agency serves. The Chief Executive Officer carries personal leadership responsibility to assure the interest of each program is served in a manner consistent with Child & Family's policies, mission and 180+ year tradition of providing high quality health and social services to the communities that rely and depend on it.

The Chief Executive Officer must be a professional executive leader who provides leadership to the Board in the administration, development, and execution of programs and professional services in accordance with the mission of the agency. The CEO is responsible for partnering with, reporting to, and making recommendations to the Board on agency activities and community service needs. The Chief Executive Officer is entrusted to manage the organization and safeguard its interests and assets in an ethical, fiduciary manner.

The CEO must demonstrate effective leadership within and to the agency and should have a clear sense of direction for agency programs, be alert to internal and external factors affecting the agency and possess the wherewithal to effect change appropriately.

In addition, individuals applying for this position should possess vision, maturity of judgment, integrity, poise, strategic thinking, an ability to maintain a balance between vision and practice, be able to put achievement before personal ambition as well as be able to delegate and integrate work. At all times during and after work hours, the CEO shall maintain the integrity of the office of Chief Executive Officer and the credibility of the agency through the highest level of personal behavior and conduct.

The Chief Executive Officer provides direct supervision of the Chief Operating Officer, Chief Financial Officer, Chief Information Officer, Vice President of Human Resources, Vice President of Development & Community Engagement, Vice President of Quality & Compliance.

Essential Functions

The following responsibilities are not meant to be all-inclusive and may be adjusted to meet the agency's needs:

- Recommend to the Board, for its consideration and adoption, plans for current and future programs of the agency.
- Administering the agency's program within the limitations of the budget.
- Represent the agency as a leader in local, state, and national affairs related to child and family welfare.
- Ensure an effective public relations strategy for the agency.
- Maintain accreditation and licensing required for agency operation.
- Provide leadership to the board and staff in developing and periodically reviewing employment practices and related policies.
- Ensure execution of talent management strategies and programs to attract and retain and develop a diverse, highly qualified workforce
- Provide leadership in developing and implementing a state advocacy role to enhance funding for the agency's programs and identify public policy and legislative issues relevant to the agency.
- Provide leadership to the Board in the areas of fund raising. This includes:
 - Participating in community planning for fund raising
 - Serve as the agency's key spokesperson
 - Analyzing data from the agency to be used in interpreting the agency's funding requirements
 - Securing Board participation in the solicitation of funds
- Securing the compilation of statistical reports, financial reports, and other reports for Board and staff use for both planning and development purposes.
- Assisting the Chairman of the Board in preparing the agenda for Board Meetings, and for attending these meetings.
- Developing and maintaining a close working relationship between the Board and the staff through such methods as the instituting of joint committees on special projects, staff presentation of reports, and recommendations for change in policy or practice.

Travel Required

- Must have a valid driver's license and reliable transportation that meets CFS Driver Policy; occasional travel is required to provide services in different settings and to attend agency meetings, events, conferences, etc.

Other Duties

- Please note this job description is not designed to cover or contain an all-inclusive listing of duties or responsibilities or activities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Qualifications

Required Education, Experience & Competencies

- Master's Degree in Nonprofit Management, Business Administration, Social Work, or other relevant field of study.
- A minimum of 5-10 years of directly or similarly related successful executive leadership experience at a social impact organization.
- Prior director level or board experience and responsibility for budgetary preparation and fiscal management in an organization, preferably not-for-profit.
- Demonstrated experience as a leader in local, state, and national affairs related to child and family welfare.
- Working knowledge of the Commonwealth of MA and its agencies that license/contract and govern CFS programs and services is desired.
- Emotionally intelligent leader with a strong executive presence and the ability to build trust, confidence, and empowerment at all levels of the organization. Impeccable integrity and work ethic.
- Visionary leadership with the ability to develop and execute strategic plans and translate this to others. Demonstrated experience at change leadership and change management with a commitment to results and a mindset that drives accountability.
- Proficient in using various technology platforms to carry out work. Proficiency in Microsoft Office Suite required.

*** Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.*

About Child & Family Services, Inc.

Child & Family Services is one of the oldest nonprofit organizations in Southeastern Massachusetts. It began as the New Bedford Orphans' Home in 1843 to help children left homeless and without families during the whaling era. There were children without parents, orphaned by mothers who died and by fathers lost at sea. There were children left to beg on the streets, often forced to steal to seek out their paltry existence.

Through continued fund raising, collaboration with other service agencies and the support of the community, the New Bedford Orphans' Home weathered the last part of the 19th century and more importantly, was a good "friend" to homeless children.

As new theories about caring for disadvantaged children changed with the times, so did the New Bedford Orphans' Home. By the turn of the century, "placing-out"^{**} (what is foster care today), was considered the best course of action for children in need. After much study and consideration, the decision was made to close the Orphans' Home in favor of a placing-out system. The children flourished under the new system. The women worked hard to identify homes where needy children would receive "not only food, clothing, and shelter, but also wise and loving care."

SINCE 1843 CFA has operated under the following names:

- New Bedford Orphans' Home 1843 – 1910
- New Bedford Children's Aid Society 1910 – 1948
- New Bedford Child and Family Service 1948 – 1999
- Child & Family Services 1999 – Present

The annual report of 1951-1952 points to the direction in which the agency was headed: "The purpose of the New Bedford Child and Family Service is to strengthen family life. Counseling service is available to any family or individual with a family difficulty or personal problem. The agency provides also temporary foster home care and adoption placement of children." Then in the 1970s, the agency added Big Brothers Big Sisters of Greater New Bedford to its services. In 1980, the agency opened a mental health clinic and family support office in Fall River. In 1995 another facility was added on Cape Cod in Hyannis. By 1999, CFS' geographic footprint extended well beyond the borders of New Bedford. To signify this fact, the board voted to officially change the agency's name from New Bedford Child & Family Service to simply Child & Family Services. Through counseling, prevention programs, family support and psychiatry services, the agency has been able to keep the commitment it first made in 1843 of helping those in need. The mission remains: "...to heal and strengthen the lives of children and families."

Child & Family Services is one of the largest Mental Health Providers in Southeastern Massachusetts. Over 20 different programs offer a variety of Mental Health, Emergency Services and Counseling Programs at over 11 sites throughout the state including locations in Cape Cod, Fall River, New Bedford, Plymouth, Florence, Lawrence, Waltham, and Worcester serving over 20,000 clients yearly.

Child & Family Services is committed to achieving service excellence. It strives to accomplish this by making quality improvement an integral part of the agency's functions. As part of CFS' quality initiatives, the agency monitors its operations, and management processes and the clinical services it provides to consumers and highlights performance excellence.

Accreditation

Child & Family Services has received re-accreditation by The Council on Accreditation until 2023. This represents the fulfillment of countless hours of hard work and the dedication of many people—most notably the staff and the members of the board and leadership.

The agency also had an audit from Department of Public Health (DPH) for its clinics and received its license renewal without any citations.

Volunteer Opportunities

Volunteer opportunities are available year-round and the amount of time one volunteers is up to the individual. Volunteers can be of any age and require no special training or experience. All needed is a genuine interest in helping this amazing organization meet its mission to "heal and strengthen the lives of children and families".

Current opportunities include:

- Holiday Hope Project Committee

- Gala Committee
- CFS Board Committees : Program, Financial, Resource Development
- PR/Marketing for the agency (help bring awareness to the community)
- Internships

Mission

The mission of Child & Family Services “to heal and strengthen the lives of children and families,” is built on the following beliefs:

- Communities thrive when supported by strong families
- Society is strengthened by ensuring that children and families attain their full potential
- Families are the foundation of a strong community and are essential to a healthy society
- Families have the right to raise children in a safe and nurturing environment
- Every person has inherent worth and dignity

These beliefs influence the services provided in the community and have guided the growth of the organization since it first opened its doors in 1843. Today, Child & Family Services is the largest and most comprehensive social service provider in Southeastern Massachusetts and the largest provider of adoption services in Massachusetts.

Demand for the services of Child & Family Services has grown and the organization is expanding to meet that need. At the same time, CFS continues to work both internally and externally with community partners to find new and better ways to help people overcome problems and find strength within their family circle.

Nomination and Application Process

Salary

Salary will be competitive and commensurate with qualifications and experience.

How to Apply

Greenwood/Asher & Associates, LLC is assisting Children & Family Services, Inc. in this search. Applications and nominations are now being accepted. Confidential inquiries, nominations, and application materials should be directed to Greenwood/Asher and Associates. For a full application package please provide a cover letter, CV/Resume, and list of five references. Submission of application materials as PDF attachments is strongly encouraged. The search will be conducted with a commitment of confidentiality for candidates until finalists are selected. Initial screening of applications will begin immediately and will continue until an appointment is made.

Please direct inquiries, nominations, and application materials to:

Robert Caret, Vice President of Executive Search
Julie Holley, Search Manager & Senior Executive Search Consultant
Email: bobcaret@greenwoodsearch.com
Email: julieholley@greenwoodsearch.com

Web: greenwoodsearch.com/

For more information about Child & Family Services, Inc, please visit their website:
[Child & Family Services, Inc | Child & Family Services \(child-familyservices.org\)](http://Child & Family Services, Inc | Child & Family Services (child-familyservices.org))



Child and Family Services, Inc. values a diverse workplace and strongly encourages applicants from the BIPOC, LGBTQ+, AAPI, Hispanic, Latinx and Veteran communities to apply for employment. We are an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, citizenship, age, gender, sex,(including gender identity, sexual orientation, and pregnancy) disability status, protected veteran status, or any other characteristic protected by law.