



## MAINE CHILDREN'S HOME EXECUTIVE DIRECTOR

The board of directors of Maine Children's Home (MCH) seeks a dynamic leader and a strong systems thinker to lead the nonprofit toward deeper community involvement, engagement, and increased impact. Based in Waterville, MCH offers programs that build and strengthen families and their children, instilling hope for the future and a better quality of life. It is centered around the belief every child, teen, and adult yearns to feel seen, heard, and valued, and all deserve support to reach their full potential. The new executive director must share that conviction and bring the passion and experience needed to drive the organization to new heights.

### Organizational Overview

Founded in 1899, MCH has made a difference in the lives of thousands of children and families throughout Maine, offering critical social services and community support. Programming has evolved over the years to provide aid where it is needed most, but the organization has focused consistently on Maine's most vulnerable: children and youth experiencing trauma, teen and/or young parents, families at or below the poverty level, people and families with limited resources or supports, and those in crisis.

MCH has an annual budget of \$2.6 million and a dedicated staff of 30. The organization currently supports more than 3,000 people each year, taking a caring and trauma-informed approach, through the following programs and services:

- **Family Adoption Program** is the only comprehensive adoption agency in Maine that is accredited to meet the Hague international standards on adoption, which offers professional services and support to all members of the adoption triad — adoptive parents, birth parents, and adoptees.
- **Family Counseling Center** is a state licensed outpatient mental health program and facility that provides counseling to individuals, couples, children, and families in a warm, welcoming, and comfortable environment.
- **Journey Program** provides young parents with a stable and productive community environment that empowers them with the knowledge, tools, and skills they need to be academically, financially, and emotionally successful individuals and parents.
- **Connected Families Project** offers and facilitates trainings, workshops, resources, and support groups that foster nurturing environments where children, youth, and their families can thrive.
- **Christmas Program** provides winter essentials, new clothes, toys, books, and games to 1,200 Maine children whose families are facing financial hardship, and also connects families to additional services and supports as needed.

More information about Maine Children's Home can be found on the website:  
<https://www.mainechildrenshome.org/>.

## **Position Summary**

The executive director serves as the primary public-facing representative for the organization and the lead administrative authority. Both roles are supported by a professional leadership team of highly qualified individuals with expertise in their respective fields. The new executive director will partner with the board in developing a strategic plan to advance the nonprofit's mission and vision, building on MCH's 124-year history of steadfast commitment to quality programming, compassionate care, diversity, and financial sustainability. The director will work collaboratively with staff and other stakeholders to execute the plan, ensuring alignment with best practices and MCH's values. The executive director will bear ultimate responsibility for MCH's financial health and will oversee sustainable, responsive program development. Building relationships and community-based partnerships is among the executive director's top priorities, and resource development will require increasing focus in the years ahead as MCH works to increase its impact and strengthen its infrastructure. The executive director reports to the board of directors and serves as the key liaison between the staff and board.

The responsibilities of the position are significant, including but not limited to:

- Leading ongoing efforts to maintain an organizational culture of respect, diversity, equity, inclusion, and belonging
- Supporting board recruitment and development, ensuring consistent and regular communication, and fostering a productive working relationship between the board and staff
- Inspiring and supporting the leadership team in accomplishing defined strategic objectives, encouraging continued innovation, consistent communication, and effective collaboration; providing professional development opportunities to meet identified needs and goals; and ensuring accountability
- Staying informed and aware of emerging issues and changes in the operational landscape (program funding, legal, regulatory, political, societal)
- Providing direction, support, and monitoring in the areas of donor engagement and major gift development, establishing goals and timelines and playing a leading role in cultivation
- Building and sustaining relationships with vital community agencies and educators to promote MCH's mission and programs, maintain awareness of community needs, and leverage opportunities for added capacity and increased impact
- Heightening awareness of MCH's work by developing relationships with relevant state offices and local/county leaders
- Participating in relevant community events as a goodwill ambassador for the agency
- Ensuring that appropriate policies are in place to maintain best clinical practices in all service areas and compliance with Maine's licensing standards and requirements regarding mental health and adoption
- Ensuring the culture of "felt safety," with a supportive, ethical, and diverse work environment, as well as a safe and well-maintained facility
- Overseeing marketing and communications efforts to be compelling and consistent with MCH's mission, vision, and core values

## **Position Requirements**

Leading MCH requires a broad set of attributes and skills, and at least five years' experience in an executive/senior leadership position at a comparably sized nonprofit. Passion for MCH's mission is essential,

along with a successful track record in donor development, community engagement, strategic planning, and business administration. This position requires financial acumen; proven presentation, public speaking, and networking skills; and facility in delegation, coordination, and prioritization. The executive director should be proficient in all modern technology, planning, communication, and presentation tools. An advanced degree and experience serving marginalized populations would be advantageous.

It is expected that the successful candidate will bring to the organization:

- **Transparency and Focus:** The executive director has responsibility for strategically leading and directing the organization's future path and must do so clearly, with reliability and authenticity
- **Commitment to Teams:** Delegation provides opportunities for leadership team development, providing valuable autonomy and robust decision-making
- **Communication:** Exceptional communication is essential for effective leadership as the executive director must convey information, engage, inspire, uplift, and listen with people of diverse experiences, roles, and identities
- **Self-Awareness:** The executive director must understand their own strengths and limitations and be comfortable sharing transparently with key partners
- **Attitude of Gratitude:** Showing authenticity and gratitude is necessary to build esteem, support and confidence in a supportive workplace
- **Learning Agility:** Being able to "think on your feet" and feel confident in decisions that need to be made quickly and with limited information is essential for a multi-faceted, fast-paced organization
- **Influence:** Effective leadership involves being able to convince others through carefully considered, compelling, or cooperative appeals with full transparency and collaboration
- **Empathy/Inclusive Approach:** Considering multiple voices, feelings, and points of view is necessary for maintaining positive workplace conditions and staff morale
- **Commitment to Lifelong Learning:** The executive director must model a desire to learn and improve continuously and support the professional growth and development of all MCH staff
- **Appreciation for Work-Life Balance:** By demonstrating healthy work-life balance and flexibility, the executive director can support staff self-care and sustainability
- **Decisive and Consistent:** An effective leader models timely decision-making, and maintains a safe and supportive culture of openness, truth, and respect, developing the same in others
- **Trust and Respect:** Treating everyone inside and outside the organization with respect, honoring diversity in all aspects, and building trust among all stakeholders is a hallmark of effective leadership

## Compensation

The compensation package includes a competitive salary of \$100,000-125,000 commensurate with experience; health, dental, life and long-term disability insurance; paid time off and retirement benefits. The successful candidate can expect a formal review after six months as well as an annual review.

## Nondiscrimination

Maine Children's Home is an equal opportunity employer. The board of directors recognizes and values leadership of diverse and historically marginalized communities and encourages people of all identities to apply. Applicants will not be discriminated against on the basis of race, color, national origin, ancestry, ethnic

background, age, religion, familial status, disability, sex, veteran status, sexual orientation, gender identity and expression, and any other legally protected characteristic. The organization complies with all applicable national, state, and local laws pertaining to nondiscrimination and equal opportunity.

**To apply**

Interested candidates should send a cover letter and resume to Starboard Leadership Consulting at the following address: [search1@starboardleadership.com](mailto:search1@starboardleadership.com).

Paper copies may be sent to Jessica Weiner, Starboard Leadership Consulting, 84 Harlow St., Bangor, ME 04401, but electronic submissions of material are preferred. No phone inquiries, please. The application deadline is May 18, 2023, and review of all submissions will begin immediately thereafter.