



**EXECUTIVE SEARCH CONSULTANTS**

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**EXECUTIVE DIRECTOR  
ALLIES FOR CHILDREN  
PITTSBURGH, PENNSYLVANIA**

**ORGANIZATIONAL BACKGROUND**

Allies for Children (Allies) is a newly formed organization that advocates for the interests of children and youth within the Pittsburgh region, with a particular focus on the well-being of the most vulnerable young people. Allies will advocate for children by championing and shaping public policies, lobbying governmental bodies, informing and mobilizing the community, serving as a clearinghouse for data on children's issues, and providing a conduit for research being conducted by national, state and regional organizations. While independent and nonpartisan, Allies for Children partners with other coalitions, organizations and individuals to further these efforts.

Allies for Children builds on the reputation and programmatic focus of its predecessor organization, Child Watch. Child Watch's 501c3 corporate status will be transferred to Allies for Children. Allies will be a new organization with a larger advocacy agenda, new brand/identity, and an enhanced Board of Directors comprised of influential business and civic leaders. Significant multi-year funding commitments for this \$700,000/year (estimated budget) organization have been secured. Administrative offices are established, a powerful Board of Directors is in place, and there is substantial excitement and energy about the potential of Allies for Children. This position includes significant opportunity to lead, build and grow with the compelling vision that has been partially developed, and work with the Board of Directors and community leaders in crystallizing the full vision of what is to come for youth in our region.

**POSITION DESCRIPTION**

Allies for Children is seeking an experienced individual to serve as Executive Director with a track record of successful leadership in influencing public policy at the local, state or federal levels. This advocacy leader will possess strong management and relationship-building skills, coalition-building and communication skills, political acumen, and an ability to secure the resources required to advance the organization's mission of serving as a strong, unified voice for the interests of children and youth in the Pittsburgh region. Additionally, experience with issues relating to children is strongly preferred.

The Executive Director of Allies for Children is an exempt, full-time position that reports to the Board of Directors. This is a new organization, and therefore the Executive Director must be able to lead a start-up organization and possess experience raising funds from individuals, foundations, corporations and other community organizations. The Executive Director will work closely with the Board of Directors to develop the organizational structure, as well as the policies and the investments that enable Allies for Children to execute its mission and vision. This includes the initial staff hiring, branding, development, management and growth of the organization.

## **MAJOR RESPONSIBILITIES**

- Develops, advances and oversees the organizational plan of Allies for Children, which includes short-term and long-term goals, financial budgets and plans of operation that are updated on an annual basis.
- Cultivates and manages relationships with individuals, non-profit organizations, corporations, communities, and governmental officials to advance the mission and vision of the organization.
- Develops, advances and oversees the strategic policy agenda of Allies for Children, which includes short-term and long-term goals, plans to achieve those goals, and assessment of the support needed to achieve them.
- Develops approaches to increasing funding for Allies for Children and efforts that further its policy agenda. Actively raises funds from individual donors, community organizations, corporations and foundations.
- Hires, develops, trains and evaluates staff performance.
- Maintains knowledge of current and upcoming developments about children and youth policy on local, state and federal levels that relate to the work of Allies for Children and the needs of the region's children.
- Identifies concrete measures of impact and outcomes, also develops a system for collecting and reporting these measures to the community and to funders.
- Works closely with the Board of Directors to periodically review the mission and vision and to develop the strategic agenda.
- Educates and advocates for policy changes at the local, state, and federal levels that advance the cause of children and youth (with particular attention on the Pittsburgh region).
- Provides strategic leadership, management and financial guidance for the staff of Allies for Children.
- Represents Allies for Children at community and governmental meetings and on committees as necessary.
- Leads the planning and development of Allies for Children sponsored events.
- Performs other duties and tasks as is necessary to meet the needs of children and youth and as is consistent with the Allies for Children mission.
- All other duties as required.

## **EXPERIENCE AND QUALIFICATIONS**

Above all else, the ideal candidate for this role has a proven track record of mobilizing an agenda and convincing others to institute significant public policy, funding, or procedural changes involving a governmental entity, coupled with a demonstrated passion for children. An ethical and values-oriented leader, this individual has integrity and builds trust with others. Additionally, this individual has a blend of the following:

- A proven leadership capacity to influence public policy with strategies that include coalition building and mobilization efforts. Understanding of local, state and federal government processes, particularly the budgetary and regulatory activities of government.
- Strong communication skills (verbal and written); experience with public and media relations. Preference will be given to candidates with a demonstrated ability to develop and deploy all current social media and communication tools to engender support of stakeholders.
- Excellent financial management skills; ability to multi-task and organize and to manage and lead in a start-up environment.
- Proven ability to establish and maintain effective working relationships with board members, staff, partner organizations, elected officials, and other civic leaders.
- Preferred candidates will have a passion for and demonstrated commitment to enhancing the quality of life of children and youth.

- Demonstrated success in a management level position, preferably 10 years or more.
- Proven ability to raise funds from major donors and foundations.
- Demonstrated behavioral competencies that include:
  - Decision quality – uses analysis, wisdom, experience, data and judgment
  - Perseverance – doesn't give up in the face of resistance, and is comfortable working alone at times
  - Conflict management – comfortable working with paradox, ambiguity, or divergent viewpoints
  - Political savvy – can maneuver through complex political situations effectively, and at times quietly
  - Managing vision and purpose – can see and plan for the future while not being overwhelmed by daily responsibilities
  - Negotiating – can be direct and forceful as well as diplomatic and knows when to employ each tactic
  - Presentation/communication skills – is effective in a variety of presentation settings using multiple communication tools
- Preferred candidates will possess a graduate degree in business, social work, law, public administration or a related field. An undergraduate degree is the minimum acceptable education level.

#### **SALARY, BENEFITS AND ADDITIONAL INFORMATION**

This position includes a competitive six-figure salary range, which is commensurate with experience and consistent with organizations similar in size, scope and scale. Employment benefits are included. The administrative offices are located in the beautiful Children's Museum of Pittsburgh. Advocating for a cause is demanding and doesn't always happen during business hours, and as such a laptop and smart phone are included.

#### **APPLICATION PROCESS**

This search is being managed by Todd Owens of Vantagen. Qualified individuals wishing to discretely and confidentially discuss this role should contact Todd at 412.315.6341 or email [todd.owens@vantagenllc.com](mailto:todd.owens@vantagenllc.com).

**To apply for this position**, please e-mail a cover letter, resume and salary requirements to [resumes@vantagenllc.com](mailto:resumes@vantagenllc.com), with the subject line: **Allies for Children, 239-MH687**. The deadline for application submittal is **Friday, March 8, 2013** and resume reviews will begin immediately.

*Allies for Children is an equal opportunity employer. Qualified applicants from all backgrounds are encouraged to apply.*