



*Nonprofit Consultants*

**EXECUTIVE TRANSITION CONSULTANTS**

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**ASSOCIATE EXECUTIVE DIRECTOR  
FAMILY RESOURCES, PITTSBURGH, PA**

**A newly created position with Family Resources, the ideal Associate Executive Director is a committed and inspired human services leader that has demonstrated professional success in clinical services and non-clinical organizational management. It is essential that the Associate Executive Director have the ability to lead a professional staff with vision, have a high degree of business acumen and be committed to the prevention of child abuse through the support and treatment of families. The successful candidate will fully commit to the mission of Family Resources, inspire and manage an existing agency strategic plan and interface with various sectors of the community to invite participation in the mission of Family Resources.**

**POSITION OVERVIEW**

This newly created position was developed to support the growth, expansion and succession planning of Family Resources. The position reports to the Executive Director and is expected to work collaboratively with the Board of Directors and other senior management within Family Resources. The Associate Executive Director provides leadership and oversight for the day-to-day agency operations in conjunction with the Executive Director.

**KNOWLEDGE, SKILLS AND ABILITIES**

The ideal candidate has a blend of the following:

- Master's Degree or Ph.D. in Clinical Psychology, Social Work, Counseling, or related field is required.
- State of Pennsylvania License in a professional field, if available.
- Minimum of ten (10) years experience in direct client service.
- Minimum of six (6) years in a leadership position managing multiple, complex programs.
- Required Act 33/34 and FBI clearances, criminal background check, and drug and alcohol screening.
- Prior experience in non-profit management, with an organization of similar size, scope and scale.
- Excellent communication and public relations skills.
- Effective interpersonal skills for initiating and sustaining internal and external relationships.
- Valid driver's license and a car.
- Required travel as needed.

**For more information and how to apply, please visit [www.deweykaye.com/jobswatch](http://www.deweykaye.com/jobswatch).**

**Candidates must submit materials no later than Monday, September 21, 2009.**