EXECUTIVE DIRECTOR
TABOR SERVICES, INC.
DOYLESTOWN AND PHILADELPHIA, PA

BACKGROUND
TABOR Services’ Inc. (Tabor Services) history dates back more than 100 years, yet their focus on helping children and families has never wavered. Today the organization is a COA accredited, modern, multi-service agency that has grown and expanded through sound management, measured programmatic expansion, strategic alliances and quality service delivery. Tabor Services is committed to providing culturally-competent, cost-effective quality services that ensure the safety of children, youth, adults and families; enhance the development of children and youth; secure the children’s right to permanent families; foster the integrity of the family; and promote the mental health and improved functioning of children and adults seeking stability and independence. Among the quality services provided are: adoption, foster care, in home protective services, reunification, intensive family support, day care, community living homes for individuals with intellectual disabilities, adolescent initiative services, parenting, and supervised independent living.

Please visit http://www.tabor.org for additional information on this wonderful organization.

POSITION OVERVIEW
This position is open due to a planned retirement. The organization is currently being managed by an Interim Executive Director. The Tabor Services Executive Director is an exempt, full time position responsible for the administration of services to at-risk children and families. This position reports directly to a dedicated 13 member board of trustees for Tabor Services, Inc. and sits on the boards of the two service corporations: Tabor Children’s Services, Inc. and Tabor Children’s House, Inc. The Executive Director has responsibility for planning, organizing and developing the agency initiatives for continued service delivery and expansion to meet community needs.

KNOWLEDGE, SKILLS AND COMPETENCIES
The successful Executive Director candidate must provide leadership and direction for the development and growth of this multi-service agency, and will be an experienced and tested leader who possesses a combination of the following:

Skills/Knowledge:

• The demonstrated ability to be an effective and proactive external representative in the community, engaging stakeholders and cultivating beneficial relationships with individuals, organizations, corporations and funding sources
• Prior experience with program administration within the guidelines of federal, state and county regulations desired
• Substantial knowledge of processes, key individuals, practices and policies of the government funding entities in SE PA
• A deep passion for the mission of Tabor Services, demonstrated through professional achievements, volunteering, community leadership and/or board service
• Opportunistic and strategic, able to capitalize on growth possibilities and lead in times of scarcity
Education/Licensure/Experience:

- Undergraduate and graduate degree from an accredited college or university required. Preference is given for candidates with degrees in social work, human services, behavioral health, healthcare or a related field. Individuals with a business background will be considered if they meet the degree level sought, and can demonstrate substantial knowledge of the field, and a dedication to the mission of Tabor Services.
- At least 10 years of experience in a human service, social service, youth serving or child care setting. Candidates without this experience must demonstrate operational excellence/business acumen coupled with substantial involvement (board service, funding decisions, volunteering, policy/system level experience) in a nonprofit organization similar in mission and scope to Tabor Services.
- Prior successful experience in a senior leadership role with an organization similar in size (budget, personnel), scope and scale of operations to Tabor Services.

Desired Competencies:
Multiple competencies are required of the organization’s next Executive Director, with these competencies being viewed as most essential by the Transition Committee:

- Strategic agility - has broad knowledge and perspective, and can anticipate future consequences and trends accurately
- Political savvy - can maneuver through complex political situations effectively and quietly
- Presentation skills - is effective in a variety of formal presentation settings and effective both inside and outside the organization
- Integrity and trust - is widely trusted and seen as a direct, truthful individual
- Negotiating - can negotiate skillfully in tough situations with both internal and external groups; has a good sense of timing
- Process Management - good at figuring out the processes necessary to get things done; knows how to organize people and activities

COMPENSATION
This position offers a competitive salary, and a generous benefits package, consistent with other nonprofit organizations of similar size, scope and scale.

TO APPLY

Qualified individuals may apply confidentially until **Noon on Wednesday, April 17th, 2013**.

Please direct all inquiries related to this position to Vantagen and do not contact Tabor Services.

Tabor Services is an equal opportunity employer.