

Job Posting: Executive Director Children's Advocacy Center for Denton County Lewisville, TX

Reporting to the Board of Directors, the Executive Director will have overall strategic and operational responsibility for CACDC's staff, programs, expansion and execution of its mission. The successful candidate will develop a deep knowledge of the core programs, operations and business plans.

Organizational Overview

The CACDC, a nonprofit organization, is the only agency in the county that provides a collaborative approach to the investigation and treatment of severe child abuse. Last year, the Center provided services to over 1800 individuals. This year, in the first six months, there has been a 33% increase in the number of new cases. There is also a 100% increase in family advocate services provided. The Center's multidisciplinary team works to fairly investigate abuse crimes against children. Of the cases indicted by Denton County grand jury, 90% of cases result in a felony conviction of adult offenders.

CACDC has 22 full time staff, 7 part time staff and an annual operating budget of \$2.2 million.

CACDC is engaged in a capital campaign to expand its facility in Lewisville from 14,000 square feet to 25,000 square feet. CACDC also has an office in Denton, TX to meet the needs of our clients in the northern portion of the county.

Responsibilities

Leadership & Management:

- Ensure ongoing local programmatic excellence, direct client services, rigorous program evaluation, and consistent quality of finance and administration, fundraising, communications, and systems; recommend timelines and resources needed to achieve the strategic goals
- Actively seek, develop and nurture multi-disciplinary partnerships and other collaborative efforts that contribute to the well-being of all children
- Inform and educate the general public on issues related to child abuse, its prevention and resolution
- Actively engage and energize CACDC volunteers, board members, event committees, alumni, partnering organizations, and funders
- Ensure strong relations with law enforcement, Child Protective Services, Sexual Assault Nurse Examiners, District Attorney's Office, Juvenile Probation, and other agency partners involved in child abuse investigations and treatment
- Lead, coach, develop, and retain CACDC's high-performance senior management team. Ensure effective systems to track scaling progress, and regularly evaluate program components, so as to measure successes that can be effectively communicated to the board, funders, and other constituents

Fundraising & Communications:

- Expand local revenue generating and fundraising activities to support existing program operations and expansion
- Actively participate in relationship management and fundraising including making funding requests of major donors, corporations, foundations, federal government, state government, local government, United Ways, and other funding sources
- Deepen and refine all aspects of communications—from web presence to external relations with the goal of creating a stronger brand
- Use external presence and relationships to garner new opportunities

Planning & New Business:

- Develop, maintain, and track annual general operating budget and Capital Campaign budget.
- Design and complete the strategic business planning process to ensure delivery of client services and for the program expansion
- Publishes and communicate program results with an emphasis on the successes of all programs

Qualifications:

The ED will be thoroughly committed to CACDC's mission. Should have proven leadership, coaching, and relationship management experience. Concrete demonstrable experience and other qualifications include:

- Advanced degree, with at least 5 to 10 years of senior management experience; track record of effectively leading a regional outcomes-based organization and staff; ability to point to specific examples of having developed and operationalized strategies that have taken an organization to the next stage of growth
- Unwavering commitment to quality programs and data-driven program evaluation
- Excellence in organizational management with the ability to coach staff, manage, and develop high-performance teams, set and achieve strategic objectives, and manage a budget
- Past success working with a Board of Directors with the ability to cultivate existing board member relationships
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills
- Action-oriented, entrepreneurial, adaptable, and innovative approach to business planning