

Overview



[Family Nurturing Center of MA](#) (FNC) is seeking a passionate, mission-driven Executive Director to raise the organization's visibility, develop its vision, deepen its impact, and shepherd the organization through its next phase of growth.

ABOUT THE ORGANIZATION

Family Nurturing Center was founded in 1994 by Sharon Shay Workman, PhD with the goals of reducing child maltreatment and abuse and promoting healthy families and communities. Since that time, FNC has grown and evolved to become a highly-regarded community-based family service provider and a nationally recognized training center.

FNC provides [training, mentoring, and program development consultation](#) services to more than 1,000 professionals throughout Massachusetts each year. As part of the National Nurturing Network coordinated by Family Development Resources, Inc., FNC has played key leadership roles in nationally funded projects that promote healthy families. FNC has led both government and privately funded local initiatives involving direct services that have served as pilot programs replicated elsewhere.

Family Nurturing Center offers free [nurturing](#) and [family engagement](#) programs for families in low-income Boston neighborhoods that help parents and caregivers improve their parenting skills and enhance the cognitive and social development of their children. FNC has staff capacity to offer resources in English, Spanish, Cape Verdean Creole, Haitian Creole, Mandarin, Vietnamese, and Portuguese. FNC also fosters parent leaders and offers paid parent leadership opportunities. FNC's training and programming have benefited from long term consistent support from state agencies including the Massachusetts Department of Early Education and Care and the Department of Children and Families, and many foundations. These programs help to strengthen families, build community and family networks, and provide children with the nurturing and engaging environments necessary to ensure school readiness, resilience, and long-term success. Each year FNC partners with over 1,500 families. FNC also works with other nonprofits to build their capacity and opportunities to offer these programs and services across all of Boston's most underserved neighborhoods.

In 2020, FNC opened a beautiful, new facility in the Bowdoin-Geneva neighborhood of Dorchester, a 12,800 square foot Family and Training Center that offers an expanded community presence, allows FNC to engage more families, and creates opportunities for new partnerships and collaborations within the community. The building is a draw for families and the hub for FNC's work locally and throughout the Commonwealth. The new facility includes a dedicated indoor Play Space; meeting spaces for program participants, trainings, and community gatherings; an open concept office space to encourage program collaboration and integrated service delivery; a full kitchen to support group-based programs and events; and full handicap accessibility on all floors.

The mission of FNC, to work with others to build nurturing communities where children are cherished, families are supported, and healthy human development is promoted by all, is embodied by FNC's long-

tenured, committed staff and engaged, supportive board. FNC's 24 staff members, of whom three report to the Executive Director, enjoy a collaborative and nurturing organizational culture. FNC is led by a cross-sector 16-member board of directors and is a financially stable organization with an annual operating budget of approximately \$3.7m.

THE OPPORTUNITY

Family Nurturing Center saw significant growth under the 16-year tenure of Executive Director Matt LiPuma. With Mr. LiPuma's impending retirement this fall, the next Executive Director of Family Nurturing Center will join a well-established and reputable organization with highly-effective programs, solid community partnerships, and staff who are committed to the mission and culture of the organization. The next Executive Director of Family Nurturing Center will have the opportunity to capitalize on these strengths to increase FNC's impact in the future.

Key strategic priorities for the Executive Director include:

Broaden Visibility

Through strategic efforts in marketing, public relations, and relationship development, the Executive Director has an opportunity to elevate the organization's reputation and visibility as a service provider and field leader in the local community, across the state, and beyond.

Lead Innovative Strategic Growth

FNC's staff and population reach have grown exponentially over the past ten years. The new Executive Director will lead the diversification and growth of the revenue portfolio and donor stewardship by establishing relationships with individual donors, foundation and corporate funders and community leaders, and identifying and recruiting new fiscal partners.

Expand Justice, Equity, Diversity, and Inclusion

FNC believes that justice, equity, diversity and inclusion (JEDI) are essential to accomplishing its mission and maximizing its impact. The Executive Director will bring vision and leadership to effectively promote and integrate best practices for furthering JEDI across the work of the organization. Specifically, there are opportunities to offer programs in additional languages; provide services for LGBTQIA+ families; and expand even further the diversity of staff, leadership, and decision-making practices.

Define Organizational Vision

FNC did an exceptional job meeting COVID challenges with speed and creativity. The organization adeptly adopted remote operations and expanded programs, family supports and the number of families served. The next Executive Director has the opportunity to review these successes and strategically advance the programmatic direction and organizational infrastructure needed in a post-COVID environment.

Program Effectiveness

As the leader of a service organization, the next Executive Director will partner with the Director of Programs and Program Managers and oversee the strength, effectiveness and evaluation of programs.

Responsibilities

The Executive Director, under the direction and guidance of the board of directors, is responsible for the planning, organization, and direction of the strategic, programmatic, financial and management operations of FNC. The Executive Director leads a growing team of staff, interns, parent partners and volunteers to effectively partner and engage with FNC communities. The Executive Director will build upon FNC's successes to date, maximizing opportunities for more comprehensive services to families city- and statewide. The Executive Director represents FNC in local and national networks, raises funds, builds new collaborative relationships and markets FNC's training work to spread its approach to family support across Massachusetts.

Specific areas of responsibility for the Executive Director include the following:

Leadership

Provides leadership to and manages the efforts of staff to ensure support in their ongoing work and to maintain and grow a strong and professional team. With several long-tenured staff members likely retiring soon, gives immediate and sustained attention to cultivating the workforce. Recruits, retains and develops a diverse, highly qualified staff and volunteers by fostering an inclusive, trusting, compassionate

organizational culture that models the nurturing philosophy and promotes JEDI. Motivates team members by ensuring adequate supervision and advancement opportunities for staff.

Strategic Planning

In consultation with the board, provides leadership in implementing and updating FNC's strategic plan and long-term goals. Works with staff and board to refine priorities as necessary. Oversees and reports on the organization's progress toward its goals.

Management

Provides direct supervision and support to executive team including: Director of Finance, Director of Programs and Director of Development. FNC's Executive Team (ET) has committed to working together and sharing responsibility for the agency's strategic goals and outcomes. The ET meets regularly, practices strong communication, shared decision making and shared responsibility for the organization's effectiveness. With the absence of a designated HR presence, manages employee relations issues and decision making.

Justice, Equity, Diversity and Inclusion

Works with board and staff to develop and implement strategies, initiatives and measurements that advance a climate of justice, equity, diversity and inclusion to support FNC's mission and goals. The Executive Director ensures that FNC's values and practices are modeled throughout the organization and that JEDI values are embedded at every level.

Outreach and Collaboration

Strengthens and leverages relationships with FNC's myriad partners, collaborators, funders, staff, volunteers, including board of directors, community organizations, government agencies, and program participants.

Resource Development

Works with development staff and board to raise funds by strengthening existing relationships, cultivating new donors and expanding opportunities for earned income. Ensures accurate and timely analyses that capture and communicate fundraising results, variances, and performance trends. Ensures that services and funding relationships are robust enough to meet or exceed strategic goals and objectives.

Board Governance

Works closely and collaboratively with board, utilizing the knowledge, skills and experience of board members to fulfill the organization's mission. Facilitates board members' connection to programs and staff. Serves as primary communicator with the board.

Operations and Finance

Works with FNC's staff and board operations and finance teams to ensure professional and conservative financial controls and reporting systems are in place to support ongoing business operations development and the annual audit. Oversees human resources, building management, and legal matters.

Marketing and Public Relations

As the organization's spokesperson and public face, represents FNC and promotes its mission at local, state-wide, and national events. Develops opportunities to expand FNC's public profile and build a stronger public relations network with media.

Program Management and Evaluation

Works with executive team and board to ensure program goals are aligned with FNC's strategic goals. Ensures that metrics are developed that evaluate the impact of FNC programs and collaborative partnerships and inform program development.

Technology

Provides leadership in maintaining up-to-date technological capacity for staff and board, including ensuring efficient internal and external communication systems and automation of record-keeping and reporting.

Qualifications

The successful candidate will be an innovative visionary and compassionate, nurturing, inclusive team leader who is able to work successfully with diverse, highly motivated, dedicated staff, board, and external partners. The successful candidate will be a passionate champion for FNC's work and embody the nurturing philosophy.

The ideal candidate will possess the following attributes, qualifications and experience:

- Demonstrated leadership and management skills/abilities: team building, creating trusting relationships with a variety of stakeholders.
- Demonstrated skill and experience in diversified fundraising, especially major donor development. Excellent donor relations skills and understanding of donor communities.
- Knowledge of and demonstrated success in implementing and promoting best practices of justice, equity, diversity and inclusion in a non-profit organization. Displays sensitivity and cultural competency.
- A charismatic public speaker with excellent writing skills to effectively communicate the organization's mission and accomplishments to donors, clients, partners, volunteers, board, and the overall community. Effective listening skills.
- Proven knowledge and skill in financial management of a multifaceted nonprofit organization, to include public and private sources of income. History of successfully generating new revenue streams and improving financial results.
- Experience working cooperatively and collaboratively with a wide variety of external partners, including public sector and private contract partners.
- Familiarity with technology to lead the organization toward implementation of improved services, administration, communication, fundraising capacity and measurement of strategic planning and program impacts.
- Minimum of five years of senior management experience in a nonprofit organization utilizing decisive creative problem-solving skills.

Desired:

- Familiarity with human services organizations and how they function within the Commonwealth.
- Experience with measuring and evaluating program effectiveness.
- Experience in multiple communication modes, including social media, to promote the organization's mission and programs/services.
- Knowledge of Boston neighborhoods and history, including understanding the forces contributing to social injustice and inequities.

SUBMISSION OF CANDIDACY

This executive search is being conducted by TSNE and consultants Mimi Brunelle and Jodi Dowling. Interested candidates should submit materials via the link on this page. Electronic submissions sent through this link are preferred. All submissions will be acknowledged and are confidential within the search committee.

Candidates should include a resume and a cover letter that describes how their qualifications and experience match the needs and mission of Family Nurturing Center along with salary expectations and how they learned of the position. Applications will be accepted until the position has been filled.

The Executive Director role is a full time, on-site position with some flexibility for remote work locally. Salary is commensurate with relevant experience, within the framework of the organization's annual operating budget, and in the approximate range of \$100-120k annually. A benefits package includes medical, dental, life, and short and long-term disability insurance, and a 403b retirement plan.

Family Nurturing Center is an Equal Employment Opportunity employer and actively seeks a diverse pool of candidates. FNC welcomes people from all racial and ethnic backgrounds, abilities, gender identities, religions, ages, and sexual orientations to apply.

Apply Here: <https://www.click2apply.net/Z4JMklhXPdN7fxkASbnZX>

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