



*For families, by families*

## EXECUTIVE DIRECTOR IDEAL CANDIDATE PROFILE

Family Support Organization of Bergen County, New Jersey, an organization “for families by families,” was founded in 2001 in response to the need for a family-driven organization to support parents or caregivers of children with emotional and/or behavioral challenges and/or also exhibit developmental/intellectual delays, as well as those dealing with substance use challenges. The organization is recruiting a dynamic Executive Director to further its mission to foster a family-friendly environment that promotes mutual support, education and sharing.



## FAMILY SUPPORT ORGANIZATION OF BERGEN COUNTY



Family Support Organization of Bergen County (FSOBC) offers the unique perspective of families' experiences with various systems and providers. As part of the family movement, the organization aims to maximize the potential of all involved in providing services to children and families.

Primary to the FSOBC philosophy is the recognition of the worth, knowledge, and dignity of all families and caregivers.

The organization's vision is to:

- Provide support, advocacy, and education to families/caregivers of children with mental, emotional, behavioral, developmental and substance use challenges.

- Ensure that the highest quality child-centered & family friendly approaches to service delivery are created and maintained throughout Bergen County.
- Provide a forum in which families, caregivers, providers, and other concerned individuals work collaboratively to identify needs, service barriers, resources, and appropriate, effective, and timely ways to intervene.
- Provide the resources necessary to support strong, community-based support programs.

## PROGRAMS AND SUPPORTS

**One to one peer support** is provided to families/caregivers of children enrolled with the Care Management Organization (CMO).

FSOBC **Parent2Parent** support groups consist of families and caregivers who are dealing with the challenges of youngsters with complex emotional and behavioral needs. Through sharing experiences, families find options or discover approaches that may help in coping with their unique situation.



Free **Workshops** and **Webinars** cover a variety of family and health topics, and a Resource Directory makes it easier for families to find services related to mental health, substance use, LGBTQ+, and youth programs.

## THE ROLE OF THE EXECUTIVE DIRECTOR

The Executive Director (ED) is responsible for planning with and reporting to the organization's Board of Trustees. Within the policies, plans and budget established by the Board, the ED is responsible for program and fiscal monitoring of all aspects of the organization. The ED is responsible for the oversight of grants, contracts, and projects, ensuring that the long- and short-term goals and objectives are met, both programmatically and fiscally, and that all applicable standards are adhered to. Additionally, the ED is responsible for all corporate management including the FSOBC office, personnel, and budget. The ED:

- Articulates the family voice and choice.
- Serves as an advisor to the Board of Trustees in the development of policies, programs, and budgets.
- With the consent of the Board of Trustees, builds, and maintains an organization that can administer policies and complete program plans.
- Responsible for efficient, effective operation of all programs as well as the FSOBC physical plant and vehicle.



- With the approval of the Board of Trustees, sees that appropriate activities occur to meet the program goals and objectives set by funding sources.
- Develops and maintains the short and long-term plans of the FSOBC.
- Develops, manages, and controls fiscal resources to assure funding is sufficient to meet the needs of the FSOBC and is utilized according to stipulations of funding sources.
- Recruits, engages, dismisses, and supervises all staff, monitoring and evaluating work performance.
- Arranges annual audit as required by funding sources and in compliance with the directives of the Board of Trustees.
- Provide direct training to advance the mission and vision of the FSOBC. Responsible for the evaluation of program development, implementation, and outcomes.
- Establish and maintain effective working relationships with partners on the State and County levels always focusing on the Family Voice.

The ED must be comfortable and competent to articulate clearly and consistently the organization's needs and suggested strategies in discussion with key system partners, including the NJ Department of Children and Families, in particular the Children's System of Care (CSOC) and the Division of Child Protection and Permanency (DCPP). Additionally, on a local level, the organization's partners include the Care Management Organization (CMO), the Mobile Response and Stabilization Service (MMRS}, and local CSOC providers. This interface is both on a system level and a specific family level.

With a focus on education and advocacy, FSOBC has taken a strong leadership role with other Family Support Organizations throughout the state. Within Bergen County, FSOBC works to assure that the Family Voice is at every table to provide input and suggest approaches and strategies and monitor implementation. These entities include but are not limited to:

- The Bergen County Mental Health Board
- The Youth Service Commission
- The Human Services Advisory Council
- Children's Interagency Coordinating Council (CIACC)

The FSOBC is often called upon to participate and contribute to the Family Voice for the above agencies and boards, their subcommittees, allocation committees, and other related groups requiring attention and input.

## **IDEAL CANDIDATE QUALIFICATIONS AND COMPETENCIES**

The ideal candidate will have lived experience with a child or family member with challenges, as well as a bachelor's degree in business, education, or the related fields of social services, psychology, or social work. A master's degree in a related field is preferred.

The organization is seeking a candidate with experience managing within a not-for-profit organization, as well as:

- Positive energy and a passion for representing the family voice with external stakeholders, including state and local government
- Strength based and family driven wrap around philosophy of care
- Strategic leadership abilities and visionary and innovative thinking
- Strong relationship building skills with both internal and external stakeholders
- Effective communication skills
- Leadership experience in child welfare, juvenile justice, or behavioral health organizations
- Familiarity with the New Jersey System of Care is a plus
- Experience working with and strengthening nonprofit boards
- Valuing cultural and linguistic diversity
- Experience and success with developing and managing budgets
- Experience and success in developing and supporting staff
- Experience with managing volunteers

## **COMPENSATION**

FSOBC is prepared to offer a competitive salary and benefit package to the candidate selected to be their new Executive Director. In addition, this offers an opportunity to join a dedicated team of professionals and volunteers who are dedicated to providing a supportive community for Bergen County's families.

## **CONTACT INFORMATION FOR INTERESTED CANDIDATES AND NOMINATIONS**

If you would like to express your interest in this position, please send a cover letter and resume to Jim McGuirk, Managing Director, Northeast Regional Office at [jim@dcm-associates.com](mailto:jim@dcm-associates.com). If you would like to discuss the opportunity further or would like to recommend a candidate, please contact Dennis C. Miller, Founder & Chairman at [dennis@dcm-associates.com](mailto:dennis@dcm-associates.com).



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