Parenting Connection of Monterey County
Executive Director

Classification: Full-Time, Exempt
Salary Range*: $90,000 – 110,000 annually, depending on qualifications and experience*
Reports To: Board of Directors
Location: Salinas, California (Hybrid)

About Parenting Connection of Monterey County

Our Mission

All families in Monterey County benefit from equitable access to resources that reduce stigma, eliminate barriers, and provide support towards building positive parent-child interaction and family wellness through education and programming from pregnancy to age five. When caregivers are effectively supported, families thrive and children flourish.

Our Vision

All children flourish when families are embraced with resources and support during pregnancy through age five.

Our Values

Parenting Connection of Monterey County provides free and low-cost services that strengthen families during the earliest years of parenthood. We are committed to equity, cultural humility, and community partnership. Our programs are informed by the cultures, traditions, languages, and lived experiences of the families we serve, with a deliberate focus on historically marginalized communities in Monterey County. We believe that when families receive compassionate support, we can help dismantle barriers, advance social justice, and improve outcomes for parents, caregivers, and children.

Our Programs

Parenting Connection of Monterey County provides a continuum of free and low-cost, culturally responsive programs that support families from pregnancy through a child's fifth birthday. Through education, peer support, advocacy, and community partnerships, we work to improve perinatal mental health and strengthen family well-being throughout Monterey County.

Our programs include:

- **Family Circles**, bilingual peer support groups that foster connection, reduce isolation, and connect families with community resources.
- **The Doula Hub**, Monterey County's first Medi-Cal doula training and support hub.
- **Postpartum Warmline**, bilingual phone and text support for parents experiencing postpartum challenges.

- **Circle of Security Parenting®**, an evidence-based parenting program that promotes secure attachment and healthy child development.
- **Childbirth education classes** that prepare expectant families for labor, birth, postpartum recovery, and early parenting.
- **Community outreach**, **education, advocacy, and partnerships** that improve access to maternal mental health services across Monterey County.

The Opportunity
The Executive Director serves as the chief executive officer of Parenting Connection of Monterey County and provides strategic, operational, and financial leadership to advance the organization's mission and vision. Working closely with the Board of Directors, staff, funders, and community partners, the Executive Director champions equitable access to maternal and early childhood supports, strengthens organizational sustainability, and fosters a culture of collaboration, innovation, and accountability.

Position Summary
The Executive Director serves as the chief executive officer of Parenting Connection of Monterey County (PCMC) and is responsible for implementing the strategic direction established by the Board of Directors.

Working in partnership with the Board, staff, volunteers, funders, and community partners, the Executive Director provides leadership that advances PCMC's mission to improve maternal mental health and strengthen the well-being of parents, caregivers, and families through culturally responsive community-based programs, education, advocacy, and partnerships.

The Executive Director partners with the Board of Directors to facilitate the development, implementation, periodic review, and evaluation of the organization's strategic plan, ensuring organizational resources and priorities remain aligned with PCMC's mission, vision, and long-term sustainability.

The Executive Director is responsible for ensuring the long-term sustainability of the organization through sound financial stewardship, strategic planning, fund development, organizational leadership, and collaborative community engagement.

Position Purpose
The Executive Director is responsible for:
- Implementing the Board-approved strategic plan.
- Ensuring financial sustainability.
- Strengthening organizational capacity.
- Building strategic partnerships.
- Supporting excellence in maternal mental health programming.
- Advising and supporting the Board in fulfilling its governance responsibilities.

Primary Responsibilities

Strategic Leadership (15%)
The Executive Director:

- Works with the Board of Directors, staff and community constituents to develop a strategic plan
- Implements the strategic plan approved by the Board.
- Monitors progress toward strategic goals.
- Identifies emerging opportunities and organizational risks.
- Recommends strategic priorities to the Board.
- Ensures organizational activities remain aligned with PCMC's mission and values.

Financial Sustainability and Resource Development (30%)
The Executive Director:

- Develops and implements strategies to strengthen long-term financial sustainability.
- Leads fundraising efforts including grants, individual giving, corporate partnerships, and major gifts.
- Cultivates relationships with funders, donors, and philanthropic partners.
- Develops annual operating budgets for Board approval.
- Monitors financial performance and recommends corrective actions when necessary.
- Works with the Board to strengthen financial resilience and diversify revenue.

Community Partnerships and External Relations (20%)
The Executive Director:

- Serves as the primary representative of PCMC within the community.
- Develops collaborative relationships with healthcare providers, schools, public agencies, foundations, and community organizations.
- Promotes awareness of maternal mental health and PCMC's programs.
- Identifies opportunities to expand community impact through strategic partnerships.
- Represents PCMC with professionalism and integrity in public forums.

Board Partnership and Organizational Accountability (15%)
The Executive Director:

- Serves as the Board's chief staff advisor.
- Provides timely financial, operational, and programmatic information to support Board decision making.
- Works with the Board Chair to prepare board meeting materials and strategic discussions.
- Implements Board policies and decisions.
- Supports Board committees as requested.
- Maintains transparent communication with the Board regarding organizational performance and emerging risks.

Organizational Leadership (15%)
The Executive Director:

- Directs the development, implementation and enforcement of organizational human resources policies, procedures and legal compliance practices.
- Provides leadership and supervision to direct reports.
- Builds leadership capacity among managers and staff.
- Fosters a culture of collaboration, accountability, learning, and respect.
- Aligns organizational resources with strategic priorities.
- Ensures appropriate delegation of operational responsibilities.
- Supports succession planning and organizational resilience.

Financial Oversight and Compliance (5%)

The Executive Director:

- Ensures compliance with grant, contractual, legal, and regulatory requirements.
- Reviews financial reports and organizational performance measures.
- Oversees organizational risk management.
- Mitigates financial risks through proactive monitoring of operational budget, policy enforcement and internal controls.

Authority

The Executive Director has authority to:

- Manage day-to-day operations consistent with Board policies.
- Supervise employees and contractors.
- Execute contracts within Board-approved authority.
- Implement Board-approved budgets.
- Recommend organizational changes that strengthen mission effectiveness.
- The Executive Director is accountable to the Board of Directors for organizational performance.

Qualifications

Required:

- Bachelor's degree in nonprofit management, public administration, social work, public health, healthcare administration, business administration, or a related field.
- Five or more years of progressively responsible leadership experience in a nonprofit, healthcare, public health, behavioral health, or community-based organization.
- Demonstrated success in fundraising, grant development, donor cultivation, and partnership development.
- Experience managing organizational budgets and financial performance.
- Knowledge of culturally responsive community-based services.
- Experience working collaboratively with governing boards.

Preferred:

- Master's degree in a related field.
- Experience in maternal mental health, family support, early childhood, behavioral health, or community health.
- Familiarity with California nonprofit and public funding environments.

Core Competencies
Successful candidates will demonstrate:

- Strategic thinking and organizational leadership.
- Strong financial stewardship.
- Fund development and relationship building.
- Collaborative leadership.
- Excellent written and verbal communication.
- Sound judgment and ethical decision making.
- Ability to lead organizational change.
- Commitment to equity, inclusion, and culturally responsive practice.
- Ability to build trust across diverse communities and partners.

Performance Expectations (First 24 Months)
The Executive Director will be expected to:

- Increase organizational revenue through diversified funding sources, including grants, philanthropy, and strategic partnerships by 10%.
- Strengthen organizational infrastructure and align staffing and operations with available resources.
- Develop and implement the Board-approved strategic plan and provide regular progress reports.
- Expand and strengthen partnerships with healthcare providers, community organizations, funders, and public agencies.
- Maintain a collaborative and productive relationship with the Board, ensuring timely, accurate information for effective governance.
- Foster a positive organizational culture that supports staff development, accountability, and mission-focused service delivery.

Physical Requirements

- Ability to work at a computer for extended periods.
- Ability to travel throughout Monterey County.
- Occasional evening and weekend attendance at Board meetings, community events, and fundraising activities.

Guiding Leadership Principles

- Lead with integrity, transparency, and accountability.
- Serve as the Board's strategic partner by providing operational expertise and forward-looking leadership.
- Advance equity, inclusion, and cultural humility in all organizational practices.
- Steward organizational resources responsibly while keeping the mission and the needs of families at the center of decision making.

How to Apply

To apply, please submit a cover letter and resume to Relindis Diaz at relindis@parentingconnectionc.org .Applications will be reviewed on a rolling basis until the position is filled.