



Position Profile
Chief Executive Officer
Family Promise of Greater Phoenix
Phoenix, Arizona



Family Promise of Greater Phoenix is partnering with Dragonfly Central, Inc. to find its next Chief Executive Officer. We are seeking an experienced executive leader who will embrace and further our mission to provide emergency shelter and social services that help families move forward toward independent housing and self-sufficiency.

Family Promise

Family Promise of Greater Phoenix is an affiliate of the national Family Promise network. Family Promise started in 1986 to help people experiencing homelessness. Family Promise of Greater Phoenix serves children and their families who are facing a housing crisis. We vow to keep children, parents, and even their pets together. We help families experiencing homelessness secure stable housing through safe shelter, caring connections, and building a community of support. Family Promise has a staff of approximately 30 and a budget of \$3M. Read more about our amazing organization at FamilyPromiseAZ.org.

The Position

The Chief Executive Officer (CEO) will oversee our mission, strategy, operations and procedures, and personnel. The CEO is an ambassador to faith and other community organizations. We seek an experienced and efficient leader with strategic vision and drive, major fundraising and people skills, savvy business acumen, and exemplary work ethics.

Roles and Responsibilities

The CEO will provide strategy and focus for Family Promise of Greater Phoenix, and guide the organization's business goals and sustainable growth. The CEO's responsibilities fall into five broad categories:

Executive Leadership and Organizational Management

- Provide thoughtful and visionary executive leadership that is inclusive, transparent, and empowering in a manner that supports and guides the organization's mission as defined by the Board of Directors
- Present strategic options and plans for organizational impact and gain Board approval as needed to carry out the mission of the organization
- Oversee the day-to-day operations of the organization and ensure its overall successful long-term operations, including strong knowledge of social services focusing on homelessness and affordable housing
- Build relationships with leaders of other Family Promise affiliates and the National Office

Board Governance

- Maintain regular and ongoing communication to build strong relationships with the entire Board
- Communicate effectively with the Board by providing all information necessary to continually function properly and make informed decisions in a timely and accurate manner
- Attend all Board meetings and provide reports and updates on staff as well as all current work, project timelines, and project and organizational progress

Development and Fundraising

- Drive development and fundraising in collaboration with the Development Director, leveraging the Board as needed. Experience with direct services fundraising is essential
- Initiate, cultivate, and enhance relationships with the organization's portfolio of individual, foundation, government and corporate supporters

- Ensure the organization's financial stability and sustainability by maintaining healthy cash flow and adequate reserves
- Build and maintain relationships with key grantors and community foundations
- Build relationships with various community networks (e.g., Scottsdale Leadership)

Financial Management and Administration

- Provide strategic leadership and hands-on management for all administrative and operational functions of the organization in accordance with the mission, objectives, and policies
- Prudently direct resources and manage all financials within budget guidelines and according to current laws and regulations
- Assume responsibility for the fiscal integrity of the organization
- With staff, develop the annual budget and present it to the Board for approval

External Relations and Communications

- Represent the organization and serve as chief spokesperson publicly at events, conferences, and partnership meetings
- Serve as the organization's Ambassador in relationships with our partners and potential partners in the faith community
- Present and promote the organization and its mission, programs, partners, and members in a consistently positive manner

Experience and Attributes

- Five or more years of executive leadership experience
- Bachelor's degree or equivalent experience required
- Strong business acumen and a proven track record of providing visionary leadership
- Direct fundraising experience
- Experience leading organizational growth at a similarly sized organization
- Experience working with and providing expertise to a nonprofit Board
- Experience working with diverse groups of people

In addition to a competitive base salary range of \$160,000 to \$190,000 (commensurate with experience), Family Promise also provides a comprehensive benefits package which includes access to robust health, vision, and dental insurance; Basic Life Insurance and AD&D coverage; STD and LTD; a SEP IRA; paid time off, as well as 12 paid annual holidays per year.

Application Process

Family promise is partnering with Dragonfly Central, Inc. to find the best candidate for the Chief Executive Officer. To apply, email a cover letter that details your fit with the position's requirements and a chronological resume to FamilyPromise-N@dragonflycentral.org .

For all other inquiries, contact Ginna Goodenow at ginna@dragonflycentral.org .

Family Promise of Greater Phoenix is an Equal Opportunity Employer and encourages diversity and equity in all facets of the organization's work. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status, or any other protected class.