

Managing Director, Friends Forever

Position Description



**Riverview
School**

Managing Director, Friends Forever

Reports to: Head of School

Location: East Sandwich, MA

About Us

Founded in 1957, Riverview is an independent coeducational boarding/day school providing a caring community for adolescents and young adults, ages 11 to 21, with complex language, learning and cognitive disabilities. The school is committed to developing student competence and confidence in academic, social and independent living skills through its Middle and High School Academics program and GROW (Getting Ready for the Outside World) program for students ages 17 to 21. The school's Whole Student Philosophy integrates academic instruction, social emotional development, independent living skills, vocational readiness and wellness. This approach coupled with strong values around community and cultural diversity create the foundation for outstanding student outcomes.

With an annual budget of \$22 million and 225+ employees, Riverview currently serves 200 students at its 23-acre East Sandwich, Massachusetts campus. Students hail from the local community, across the United States and internationally.

Riverview is expanding the scope of its services with the launch of *Friends Forever*, for individuals in the post-secondary, 22+ years of age (+22) demographic. This third program area will complement its Academics and GROW programs. Riverview's leadership is committed to broadening its reach to address the gap in support and programming for +22 adults. Riverview's vision is to provide a best-in-class, social/cultural center and programming for Riverview graduates and peers in the surrounding geography (Cape Cod and eastern Massachusetts). This program, *Friends Forever*, will complement the existing ecosystem of programming for the 22+ segment and provide continuity for young adults in the region facing the post-graduation service cliff. Supported by a significant endowed gift, the school recently purchased a 40-acre parcel of land in Hyannis, Massachusetts and will build a state-of-the-art campus to anchor programming.

Riverview will hire its inaugural Managing Director, Friends Forever (MD) to help bring this vision to fruition.

For more information, please visit: riverviewschool.org and riverviewschool.org/friends-forever

Position Summary

Reporting to the Head of School, the founding MD will develop and lead Friends Forever, building on existing program and business models. The successful candidate will recruit and lead a team, oversee program delivery, and report on outcomes. This leader will advance Riverview to a new level of impact and results by leveraging significant community and operational/financial strengths. In partnership with the Head of School, the MD will facilitate decision making to refine and innovate on existing initiatives and models with the goal of establishing the Friends Forever program as a core programmatic area for Riverview. Specifically, the MD will further strengthen Riverview's mission by engaging families, alumni, donors and community partners to deliver quality programs, operational results, and positive outcomes for +22 alumni.

Key Responsibilities

Strategic Leadership

- Building on initial program and business model designs, develop the program (in phases) launch plan with an eye toward establishing medium- and long-term goals that complement the overall strategic plan of Riverview School.
- Develop and engage the Friends Forever Program Development Team, to enhance its ability to provide strategic thought leadership, organizational policy and accountability as Friends Forever evolves.
- Collaborating with the Head of School and key stakeholders, lead annual strategic refresh with the goal of delivering an innovative, high-quality, best-in-class +22 program that is aligned with and enhances the School's mission.

Programmatic Leadership

- Lead ongoing program development, design and innovation, incorporating alumni and Riverview families' input and user-centered design approaches. alongside national tracking of emerging trends in +22 programming.
- Develop meaningful partnerships with peer organizations, on Cape Cod and beyond.
- Establish quality standards and monitor and report on program outcomes.
- Ensure all programs operate consistently with the mission of Riverview.
- Monitor budgets and financial forecasts; ensure reporting, accounting and sound financial controls are in place.

Internal and External Team Collaboration

- Recruit and lead a program staff, ensuring a positive environment that supports and develops team members to succeed individually and together.
- Facilitate cross-team collaboration and support seamless internal communications; promote a work environment that supports quality, innovation and accountability.
- Serve as an external face of Friends Forever; engage and learn from alumni and Riverview families.
- Lead the team, board, donors and external collaborators to ensure the successful operation of the Friends Forever program.
- Collaborate with Riverview leaders and staff to leverage functional expertise, explore synergies with the school, and create efficiencies.

Qualifications

This is an outstanding opportunity for a mission-driven, entrepreneurial, +22 program expert who has strong business acumen. Candidates will ideally bring a blend of the following:

- Subject matter expertise and proven success in program design, development, implementation and program leadership for adults, 22+, with intellectual disabilities.
- Track record of building, executing and leading new, innovative program strategies from the ground up; experience with virtual programs would be a plus.
- Demonstrated success building and managing relationships with internal and external stakeholders, including boards, advisory committees, organizational leadership and community partners, to refine strategy, collaborate and leverage capabilities; exceptional listening and facilitation skills.

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- Proven, creative problem-solving skills that enable sound decision making; demonstrated success setting clear priorities and guiding investment in people, systems and facilities.
- Agility with financial modeling, budget and P&L management related to programs, operations and facilities.
- Past experience creating organizational structures and systems to support innovative programs and facilities.
- History of recruiting, developing and leading high-performing, cross-functional teams.
- Dynamic, creative and sophisticated leader with excellent and persuasive interpersonal skills; can communicate mission and vision to multiple internal and external audiences including major donors and board members.
- Adaptable, flexible and comfortable amid change and gaining clarity over time.
- Resilient and optimistic with a deep, genuine commitment to diversity, inclusion and the support of individuals of all abilities.

Compensation

Riverview School offers competitive compensation. The starting salary range for this position is \$195,000 - \$225,000 with a final offer based on the candidate's years of professional experience and internal equity. In addition to base salary, Riverview School offers a competitive, comprehensive benefits package.

Riverview School is committed to developing a diverse workforce by encouraging applications from persons with disabilities, women, LGBTQA+ and other underrepresented applicants. Riverview is proud to be an equal opportunity employer in the recruitment, application, selection, compensation, retention, transfer, promotion, benefits, work assignment and career progression process without discrimination for reasons of individual's race, color, national origin, sex, gender identity, age, ancestry, citizenship, military status, disability, genetic information, religion, pregnancy, sexual orientation, national origin, genetic information (including family medical history) and veterans status.

To apply

Please share confidential nominations or submit a resume and cover letter to Viewcrest Advisors at: Riverview@viewcrestadvisors.com.