

EXECUTIVE DIRECTOR
JEWISH FAMILY SERVICE OF GREATER HARRISBURG

Jewish Family Service of Greater Harrisburg is an interdisciplinary, human services organization that reflects the values of Jewish tradition and provides flexible, personalized support -- in ways that strengthen individual, family and community life. Our mission is to help individuals and families meet life's challenges. We are a forward-thinking mental health and social service agency dedicated to helping people achieve their full potential while honoring choice, responsibility, diversity, and Jewish values through every stage of life.

Position Overview

This is an excellent career opportunity for a motivated and passionate executive who is driven to succeed and to positively impact a staff and a community. The Executive Director will be expected to use his/her expertise and vision to lead this well-respected organization into the future. Working with the Board of Directors, the Executive Director will develop a strategic plan and will be empowered to implement that plan, to evaluate program operations, to create professional development initiatives and to plan for the organization's continued viability and anticipated growth.

The successful candidate will:

- Be passionate about human service delivery
- Provide inspirational leadership with a vision for the overall strategic growth and financial health for Jewish Family Service
- Be a proven effective and innovative leader and manager, combining both human resources and financial skills
- Be comfortable with, and have a history of success in, fund-raising
- Ensure that the agency adheres to all federal, state and county mandates
- Have knowledge and familiarity with Jewish customs and traditions
- Possess excellent organizational, analytical, written and verbal communication skills
- Represent JFS with the utmost professionalism and ethics

- Set high standards of performance for all staff and maintain an organizational and mentoring climate that attracts and retains employees and volunteers
- Work effectively with community groups, agencies, business leaders and funders
- Have practical knowledge of nonprofit financing and budgeting principles, practices and standards
- Have knowledge and strong skills in preparing allocations/grant applications

Qualifications

- A minimum of a Masters Degree in Social Work; a LCSW is preferred. An educational background in Nonprofit Management, Business Administration or in a related field is desirable
- More than five years of senior-level leadership experience in either for-profit or nonprofit organizations
- More than three years of experience managing seniors, children and family programs
- An appropriate level of computer and technology literacy needed to manage and drive an organization of more than \$1 million in revenue
- More than two years of experience working with a Board of Directors
- Proven experience in marketing for a nonprofit organization

In summary, our selected candidate will have a career of solid, hands-on experience with significant leadership in key management positions. He/she will have a proven track record of successful partnering with staff, board and community to implement innovative, effective strategies that create new opportunities within our community. He/she will manage with a collaborative and flexible style, and with a strong service orientation in a mission and values-driven environment.

Interested applicants should submit a cover letter and a resume electronically to info@jfsofhhbg.org

