

Deputy Director Position Vacancy Announcement

EMPLOYMENT PREFERENCE: Preference given to District of Columbia residents; additional preference given to Wards 5 or 6 residents; to be granted preference, an applicant must: (1) be qualified for the position; and (2) submit evidence of residency at the time of application.

MISSION: To Strengthen Families and Build Vibrant Communities in Washington, DC

BRIEF DESCRIPTION OF DUTIES: The Edgewood/Brookland Family Support Collaborative is seeking a Deputy Director. The Deputy Director is responsible for the day-to-day management and leadership of programs directly serving children and families. S/he performs all related activities connected with the administration of the program, including but not limited to: providing program oversight, program development, planning and implementing internal systems, quality assurance, and contract management and compliance. S/he will work with Executive Director to drive organization development, including analysis and implementation of priorities, partnerships, and infrastructure needs. All activities will be conducted in accordance with the organization's established policies and procedures, contract requirements, legal requirements, and best practice standards.

QUALIFICATIONS REQUIRED: Master's Degree in SW required; LICSW required. A minimum of fifteen (15) years of management level experience in the non-profit sector; and ten (10) years of management level experience with DC Child Welfare and Homeless Service systems required.

Ability to implement vision, think strategically, creatively problem solve, and lead change; Outstanding relationship management skills to include ability to develop effective working relationships with the Board of Directors, senior management, staff and volunteers; Excellent oral and written communication skills that foster credibility with donors, business groups, government officials, community stakeholders and the media; Experience in planning and developing effective programs, including those that generate revenue and are successful and self-sustaining; Commitment to rigorous program assessment to show measurable outcomes and results and inform programming; Success supervising and mentoring staff and supporting professional and leadership development; Demonstrated project and contract management experience; Demonstrated cultural competence and responsiveness; and Demonstrated commitment to service and the well-being of families and communities.

Physical Requirements:

This is largely a sedentary position that requires the ability to speak, hear, see, and lift small objects up to 10 lbs. May require the ability to travel locally and/or regionally.

The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required. Management reserves the right to modify, add, or remove duties and to assign other duties as necessary. In addition, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

Candidates must submit resumes to Human Resources at HR@ebfsc.org. Please include position title in subject line.