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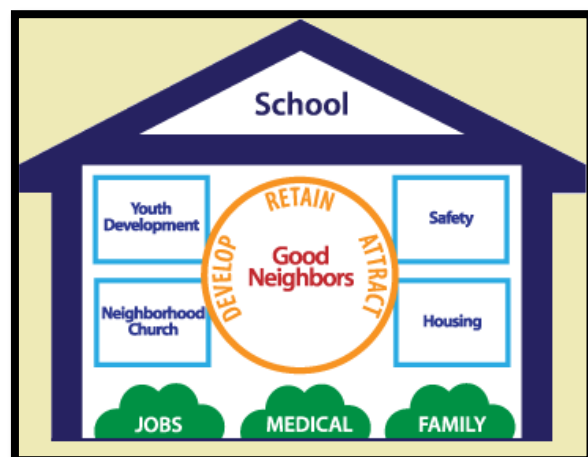
EXECUTIVE DIRECTOR

POSITION SPECIFICATIONS

CLIENT

The Hope Center (www.hopecenterkc.org) is a Christian community development organization that, out of a belief in God, is working diligently to renew the forgotten, impoverished east-side community of Kansas City, Missouri including the neighborhoods of Oak Park, Ivanhoe, Palestine and Sante Fe. Substandard housing, high unemployment, drugs and crime have left these neighborhoods in ruin and its residents searching for hope. The Hope Center is investing in the area's people, in particular the youth, anticipating that their transformed lives will offer the hope and leadership needed for this inner city area – which once produced leaders such as Walt Disney, Buck O'Neil and Alvin Brooks – to flourish once again.

Under the leadership of its founding executive, The Hope Center has been entrenched in the community as a fellow neighbor and partner for the past fifteen years. In addition to its strong focus on youth ministry, The Hope Center soon developed a comprehensive strategy of holistic neighborhood redevelopment. The organization's plan for transformation comprises several initiatives that any healthy neighborhood must have, as depicted in the diagram. The Hope Center supports a number of programs and services to realize its vision of "a safe, vibrant neighborhood where people of all types flourish" including:



- **Hope Youth Ministries:** Youth are given a strong Christian foundation through the Outreach Bible Study (1st-6th grades) and Teenage Bible Study (7th-12th grades). Select, dedicated youth can apply to the leadership development program, Leaders In Training. Here youth are tutored, mentored and disciplined to be world-class Christian leaders.

- **Hope Family Care Center:** Opened in 2009, Hope Family Care Center is a sliding scale, fee-based primary health care provider seeking to meet the medical needs of the underserved east-side community, many of whom are uninsured. A partnership with College Park Family Care, Hope Family Care Center offers a wide range of services including full prenatal care, adult and child immunizations, well-checks, physicals and laboratory services (www.hfckc.org).
- **Hope Leadership Academy:** A neighborhood-based charter school, Hope Leadership Academy currently serves K through 4th grade and will eventually serve K through 8th grades by adding one grade level per year (www.hlakc.org).

Now that the milestones of Hope Family Care Center and Hope Leadership Academy have been realized through fully functioning programs, competent staff and committed board members, it is a logical point in time for the founding executive to transition the leadership of The Hope Center to a new Executive Director.

Given that Hope Youth Ministries remains “in house” as a core priority, the new leader will directly oversee this function and its continued growth. S/he will also continue the work of the organization through programs and services addressing the need for a neighborhood church, housing, economic development, safety initiatives and other plans to advance The Hope Center’s mission of “honoring God by developing healthy communities where the vulnerable flourish.”

RESPONSIBILITIES

Working in full concert with a nine-member Board of Directors, the Executive Director will continuously refine and guide the vision and strategic direction of The Hope Center, and will define the corresponding goals and objectives to achieve its mission. In addition, s/he will oversee and direct the day-to-day operations of The Hope Center including: creating partnerships, managing staff, providing guidance to community action teams, and ensuring continued funding for The Hope Center its programs.

The organization currently operates on a budget of approximately \$500,000 annually, raised primarily through individual donations. The Executive Director will directly oversee Hope Youth Ministries staff and volunteers and coordinate with the leadership and boards of Hope Family Care Center and Hope Leadership Academy. Responsibilities include:

Leadership: Serves as a decisive, credible leader for the organization while working in tandem with the Board and stakeholders to envision, identify, plan and implement strategic initiatives.

Board Relations: Fosters professional development of the Board to serve in its policy setting role for the organization and keeps the Board fully engaged and informed regarding the status and activities of The Hope Center.

Strategic Visioning: Works with the Board to refine a strategic two-year plan, long-term goals as well as annual objectives for The Hope Center and remains knowledgeable about the needs and trends in Kansas City’s east side.

Development: Serves as the key fundraiser for the organization and ensures continued, diversified funding sources through donations, grants, and partnerships to support current and future programs and initiatives of The Hope Center.

Urban Ministry: Serves as a spiritual leader within the organization through ministry, prayer, fellowship and mentorship. Views the work of the organization as a ministry aimed at honoring God.

Partnerships: Recognizes the importance of collaborating with others and works to identify strategic opportunities and partnerships. Rather than “empire-building,” focuses on how available resources can most effectively serve the community.

Operational Management: Provides operational leadership including fiscal management, staff oversight, volunteer recruitment/management, and reporting related to the organization and its activities. Identifies and builds systems and procedures to accomplish organizational goals.

Communication: Serves as the primary spokesperson for The Hope Center and effectively articulates the vision, mission and outcomes. Maintains a commitment to transparency with the Board, partners, the public, the press and other key audiences.

EDUCATION AND EXPERIENCE

- An undergraduate degree is required.
- A minimum of 7+ years of experience, demonstrating a positive track record of upward mobility and successful results is required.
- Experience in the field of urban ministry or Christian community development is essential. A background growing youth programs would be preferred.
- Well-developed history of developing strategic plans and implementing such programs in a sustainable manner is required.
- Must possess demonstrated success in individual fundraising. Experience diversifying revenue streams through partnerships, sponsorships, grants and other sources would be beneficial.
- Solid leadership experience, including demonstrated expertise in bringing diverse groups together to attain common goals at the organizational and community level is highly preferred.
- Candidates with experience in an external leadership role where interaction with a Board of Directors and/or external stakeholders was a key component would be viewed favorably.
- Must have a high comfort level with establishing relationships and working closely with urban community members – particularly youth.
- Demonstrated experience addressing complex issues and leading significant initiatives/programs is required. Must possess experience successfully managing multiple projects simultaneously.
- Knowledge and experience in marketing or communications and working with volunteers will distinguish the successful candidate.

PERSONAL CHARACTERISTICS

- A strong personal value system which includes a strong Christian faith, high personal integrity, humility, honesty, strong moral character and respect for others is essential.

- Must have exceptional leadership capabilities, interests and experiences which would include excellent interpersonal skills, the ability to establish credibility among various constituencies, and a deep knowledge of the skills and practices necessary to inspire collaboration among diverse groups.
- A demonstrated respect for and ability to connect with and build trust with others, regardless of position or socioeconomic status.
- A self-starter with a high level of initiative, energy and drive along with the patience and perseverance necessary to remain committed in a struggling, transient community.
- Must be a passionate advocate for the values and mission of The Hope Center.
- Strong listening, verbal and written communication skills are essential.
- Must be able to engage and excite a socioeconomically diverse group of constituents and to impart the critical elements of The Hope Center to a variety of audiences.
- An understanding and cultural sensitivity of the effects of poverty on a community is essential.
- Tactful, diplomatic and mature in style and demeanor.
- Flexible and adaptable with an ability to envision strategic opportunities in an ambiguous environment.
- Strong analytical and reasoning skills with an ability to assess complex issues.

COMPENSATION

Compensation will be market-based, corresponding to the experience level, credentials, and personal characteristics of the candidate.

NON-DISCRIMINATION

Our client and EFL Associates firmly support the principle and philosophy of equal opportunity for all individuals, regardless of age, race, gender, creed, national origin, disability, veteran status or any other protected category pursuant to applicable federal, state or local law.

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