

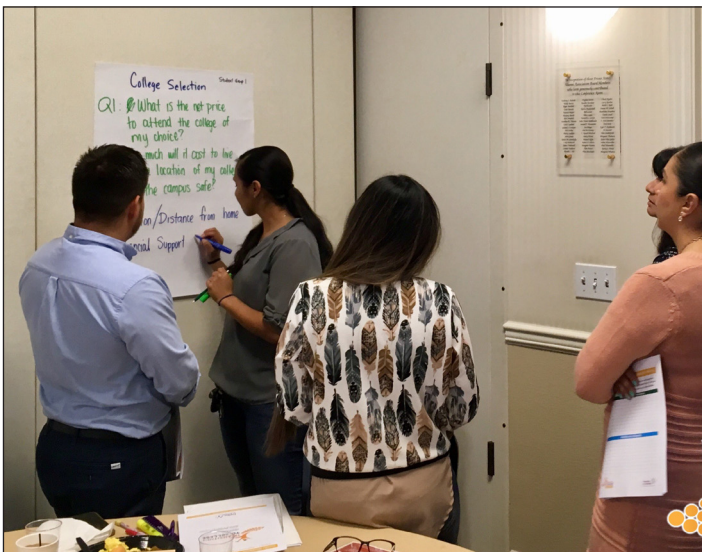


# ABOUT

## ABOUT FAMILIES IN SCHOOLS

For more than 20 years, Families In Schools (FIS) has provided capacity building to education staff; empowered families to support their children’s education; and has advocated for policies and practices that promote authentic family engagement. When schools engage families, families get involved, and student achievement increases. Students are more likely to succeed when schools, families, and communities work together in partnership to maximize and support student learning. Families In Schools strives to involve parents and communities in their children’s education to achieve lifelong success. Driven by values for equity, empowerment and collaboration, Families In Schools goal is to create strong family-school partnerships by delivering programs and training which build the skills, knowledge and confidence of both parents and education staff on how to work together. Established in 2000 as the legacy organization of an education reform project, FIS is nationally recognized for its successful service model which aims to increase student outcomes through family engagement.

Families In Schools is fiscally sound; maintains a strong brand; and has a great legacy in the field of parental educational engagement and advocacy. FIS’s revenues are in the \$3 million annual range and assets are \$2.8 million. Current staffing ranges in the 12-15 employees.



**MISSION & VISION**

The mission of Families In Schools is to involve parents and communities in their children’s education to achieve lifelong success.

**VISION**

Families In Schools envisions a public education system where students have all the opportunities and resources necessary to succeed in school and in life. FIS seeks a workforce prepared for lifelong learning, and active engagement in the civic life of society.



## **DUTIES AND RESPONSIBILITIES**

### **CEO/President**

Reporting to the Board of Directors, the CEO/President has overall strategic and operational responsibility for staff, programs, goals and objectives, and the execution of FIS's mission.

Families In Schools seeks a passionate CEO/President to represent the organization as it relates to educational partnerships, government/educational advocacy and fund development. The CEO/President is responsible for the overall success of FIS with an operational budget of \$1.7 million and a core staff of 15. The ideal candidate is a strong communicator, strategist, and achiever with previous success in the areas of organizational growth, community outreach and strategic planning. FIS seeks a transformative and visionary leader who can continue building upon FIS' legacy. Key areas of focus include the following:

### **Leadership and Strategy**

- Responsible for overall leadership of the organization including operations, programming, partnerships, advocacy, fundraising, finances, and strategic planning.
- Works in partnership with the Board to develop a new strategic plan that aligns programs with FIS values, mission, vision, and long-term goals, and builds the team to execute on that plan.
- Identifies and informs the Board of Directors of internal and external issues that affect the organization through regular communication and timely reporting.
- Continue planning for the implications of COVID-19 health and safety protocols, as well as forecasting for the long-term impact and strategic growth opportunities.
- In conjunction with the operations team, analyzes key programming metrics relevant to the field and useful in achieving program excellence.
- Effectively collaborates with supervising staff to

improve agency efficiency and organizational capacity.

- Envisions, communicates and promotes a work environment that functions as a cohesive team while recruiting, developing, supporting, and retaining quality staff and volunteers.
- Works with Board leadership to develop and implement ongoing strategies that support Board recruitment and engagement.

### **Finance and Fund Development**

- In collaboration with the Board of Directors and staff supports all fund development efforts and programs.
- Collaborates with staff to establish a financial strategy that ensures fiscal sustainability, healthy cash flow and adequate reserves.
- Cultivates fiscally sustainable relationships with foundations, corporations, major donors, and prospects,
- Takes a leadership role in developing donor engagement strategies.
- Serves as FIS's key external spokesperson and champion for its mission.
- In partnership with staff, oversees contract procurement, implementation, contract management, and compliance.

### **Community Relations and Advocacy**

- Oversees a robust, multi-campaign communications strategy, bringing awareness to FIS mission and activates parents and professionals in achieving its vision.
- Initiates, develops, and maintains cooperative relationships with key constituencies including government officials, leaders of nonprofit organizations, corporations, foundations, and private philanthropists to promote policies that strengthen the family-school partnership.

- Acts as an advocate, within both public and private sectors, for services and constituencies relevant to FIS.

**Qualifications and Experience**

- Prior experience as a CEO, COO, or member of the senior leadership team of a nonprofit organization with an annual operating budget greater than \$1M.
- Bachelor’s degree required, Master’s degree in a related field, preferred.
- A minimum of 7 years’ experience in progressively responsible roles within senior management positions.
- Experience working within education and a key understanding of the changing landscape in California, preferred.
- Demonstrated fundraising success with major donors, private foundations and institutional partnerships.
- Demonstrated experience in risk management, with an emphasis on addressing strategic and financial implications.
- Demonstrated belief in and a commitment to continued professional growth and development of employees, volunteers, and the Board of Directors.
- Ability to lead operations and collaborate with staff; work with diverse groups of people and a

wide range of faiths, beliefs, ages, cultures, and experiences.

**COMPENSATION & BENEFITS**

FIS offers a salary commensurate with experience and provides a competitive benefits package. Families In Schools is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of race, religion, national origin, sexual orientation, or disability.

**APPLICATION AND SELECTION PROCESS**

The CEO/President recruitment is being conducted by The Hawkins Company (search consultants). They will review all written materials submitted and will screen and evaluate candidates. Only the most highly qualified candidates will be invited to participate in further interview processes including on-site interviews and background evaluations. Interested and qualified individuals are invited to submit a resume and cover letter of interest electronically to [fis.ceo@thehawkinscompany.com](mailto:fis.ceo@thehawkinscompany.com). Resumes received by **Friday, October 7, 2022**, will receive first consideration. The position is opened until filled.

*Confidential inquiries are encouraged and should be directed to the any contact listed below. For additional information regarding Families In Schools, please visit <https://www.familiesinschools.org>*



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