



About the Organization

For the past 50 years, the Institute for Family Development (IFD) has been a leader in children and family services, advocating for cost effective and equitable policies and programs that keep children safe and families together across the state of Washington. Today, they are seeking a caring and experienced Executive to lead the organization into its next chapter. The IFD programs decrease the need to place children into foster care, residential treatment, and juvenile justice facilities. Families are served in their own homes and are engaged as partners in change.

IFD developed the evidence-based HOMEBUILDERS® model of intensive family preservation services, which has been replicated across the country and internationally. We provide ongoing quality assurance, training, and consultation to public and private agencies replicating HOMEBUILDERS®.

In addition to HOMEBUILDERS®, IFD offers a range of high-quality home-based parent education and family counseling programs throughout Washington State, serving over 1000 families a year.

They are a not-for-profit 501(c)3 organization. Strategic goals include providing proven programs and practices, influencing public policy, and maintaining a strong organization based on accountability, equity, and inclusion.

The Position

The Executive Director (ED) is responsible for the successful leadership and management of IFD. Their culture has been founded on a participatory management style, which has fostered trust, authenticity, and a belief rooted in continual learning. The ED should be a compassionate and visionary leader, able to lead with competence and confidence. The ED will collaborate with the IFD Board of Directors, employees, client families, legislators, non-profit alliances/groups, volunteers, and other stakeholders to fulfill the IFD mission, and to implement the organization's strategic plan.

The ED reports to the IFD Board of Directors. The successful candidate will support a 501(c)3 organization with 120 staff, a budget of \$13M, and a strong balance sheet. The

institute is well-respected by government decision makers, legislators, those who refer families to us, and by the families themselves. The budget is comprised of 93% earned income, predominantly from state contracts.

IFD currently has an 11-member board. The agency management team consists of the Executive Director, controller, human resources director, and the four managers of direct services in Washington and program development services in other states and countries.

The new leader is expected to spend the majority of their first 18-24 months focusing on the following key strategic priorities:

- Listen to and talk with staff. Communicate understanding that the loss of a beloved leader/founder is a major transition for them; particularly for those who have worked with her for decades. Continue and/or cultivate a staff culture based on trust, teamwork, compassion, transparency, and accountability.
- Begin to develop positive, ongoing relationships with state and local organizations, and understand any legislation or governmental policies that are impacting IFD, or that might do so.
- Introductory visits to all sites to meet personnel and to get a feel for the cultures at those sites.
- Analyze staff roles and responsibilities, and restructure as appropriate to further the IFD mission.
- Develop and implement programs and activities to diversify and increase revenue, including but not limited to:
 - Gain an understanding of mental health services and their billing system with an eye toward adding these services across programs.
 - Advocate for increased government funding (in partnership with other human service providers)
 - Consider other possibilities for diversifying revenue.
 - Maintain key relationships with foundations and grantors that support the organization
- Partner with the board to develop and refine a strategic budget for FY 2027.
- Collaborate with the Board of Directors to understand desired governance philosophy, board-staff communication protocols, boundaries and expectations

Essential Qualifications

- A personable, approachable and confident leadership style that inspires and empowers people and makes them want to perform. A compassionate, empathic person with experience leading a professional team.
- A skilled communicator able to bridge any communication gaps among staff. A good listener who demonstrates humility, self-awareness, and capacity to acknowledge mistakes.
- Awareness and understanding of family preservation theory and practice, (preferably the HOMEBUILDERS® model).
- Knowledge and experience with family systems, and/or children and adolescents with behavioral problems and challenges to family reunification.
- Compassion for the challenges that troubled children and their families face.
- Nonprofit leadership experience, including experience working with and reporting to a Board of Directors.
- Successful record of maintaining and growing relationships with foundations and grantors.
- Track record of expanding and diversifying revenue streams.
- Advocacy and public policy experience, including legislative and other elected official outreach and public speaking.
- Experience in organizational development and a track record of managing significant transitions, whether on a staff or organizational level. Ability to balance growth and sustainability.
- Experience in nonprofit budget building and analysis. Ability to work closely with board and executive staff to maintain a balanced budget.
- Degree in a relevant field such as psychology, sociology, healthcare administration or other similar field required (strong relevant professional experience may be substituted for college degree).

Compensation

\$190,000-\$220,000 depending on experience.

Benefits include generous PTO (outlined below), up to 5% retirement match, medical insurance, group life insurance and employee assistance program. Details below:

- Health insurance – IFD covers 94%-100% of the premium depending on the plan selected.
- Dental reimbursement plan
- 401(k) retirement plan – 5% agency contribution
- Employee assistance program
- Group Life & AD&D (\$10,000 each)
- Long term disability

Paid Time Off

- Vacation leave: 15 days during first year, increasing to 20 days by year 3
- Sick leave: 10 days per year
- Personal leave: 2 days per year
- Holidays: 11 days per year

Relocation assistance available. Position will be hybrid, 3 days in the office and 2 days remote per week, out of the main office in Federal Way, WA.

Application Process

IFD has retained Glick Davis & Associates, LLC to facilitate this search on their behalf. To apply, interested candidates should e-mail their cover letter and resume as a single pdf file to: IFD@glickdavis.com.

The position is open until filled.

Inclusiveness

IFD is an equal-opportunity employer and seeks to recruit people of diverse backgrounds and support the retention and advancement of diverse persons within the organization. We believe that having a board and staff with diverse personal and professional backgrounds enhances our ability to meet our mission.

IFD is committed to providing an inclusive workplace that includes people of diverse backgrounds and fully utilizes their talents to achieve its mission. We are committed to fostering and supporting a workplace culture inclusive of people regardless of their race, ethnicity, national origin, gender, sexual orientation, socio-economic status, marital status, age, physical abilities, political affiliation, religious beliefs, or any other non-merit fact, so that all employees feel included, equal, valued and supported.