

Position Profile

***On behalf of our client, Jeremiah Program,
CohenTaylor Executive Search Services
is conducting a retained executive search for its***

Chief Advancement Officer



**Jeremiah
Program**

Jeremiah Program at a Glance

- Founded in 1993, Jeremiah Program has, to date, touched the lives of nearly 3,500 women and children.
- National Headquarters in Minneapolis, MN.
- Jeremiah Program has campuses in:
 - Minneapolis and St. Paul, MN
 - Austin, TX
 - Fargo, ND
 - Boston, MA
 - New York, NY
 - Construction is set to begin in Rochester, MN in 2019
- Core values:
 - Stewardship
 - Healthy Relationships
 - Entrepreneurship
 - Respect
 - Outcomes
- Society receives nearly \$16mil net benefits per 100 program graduates
- 89% of children in Jeremiah's Child Development Centers are performing at or above age-appropriate benchmarks in at least four out of five development areas.
- Five core elements of Jeremiah Program's holistic model:
 - Support for career-track, college education
 - Quality early childhood education
 - Safe and affordable housing
 - Empowerment and life skills training
 - Supportive community

To learn more about Jeremiah Program, please visit:

<https://jeremiahprogram.org/>



The Organization

Jeremiah Program offers one of the nation's most successful strategies for transforming families from poverty to prosperity—two generations at a time. Jeremiah prepares determined single mothers to excel in the workforce, readies their children to succeed in school, and reduces generational dependence on public assistance.

Jeremiah's proven, holistic approach begins with establishing a supportive community for single mothers to pursue a career-track, college education. Through a combination of quality early childhood education, safe and affordable places to live, empowerment and life skills training, Jeremiah families are stabilized and able to find a path out of poverty.

The Mission

Ending the cycle of poverty two generations at a time.

The Vision

To advance the two-generation approach to ending poverty by accelerating our impact and reach through innovative program delivery and a national Jeremiah platform.

The Opportunity

Be a part of the movement! Join a committed staff and board who are dedicated to helping young women further their education and simultaneously prepare their children for success in school and life. Jeremiah's program provides the opportunities and tools while young mothers, most of whom come from challenging backgrounds and life situations, do the work. This unique blend of high expectations and holistic support works. For mothers and children alike. This program could serve as a nationwide model for breaking a cycle of poverty and low performance in school. Visit jeremiahprogram.org for more program information. Engage with Jeremiah Program on social media: [Facebook](#), [Twitter](#), [LinkedIn](#), and [Instagram](#).

Programs

Jeremiah Program offers one of the nation's most successful strategies for transforming families from poverty to prosperity two generations at a time. Jeremiah prepares determined single mothers to excel in the workforce, readies their children to succeed in school, and reduced generational dependence on public assistance. Five core pillars, supported by personalized coaching, form their holistic, two-generation model:

Support for a Career-Track, College Education

A college degree creates a path out of poverty for low-income single mothers. Jeremiah's professional coaches help women set educational goals, choose a career-track path, and get into and through their degree program. This individualized support promotes a culture of accountability and success.

Quality Early Childhood Education

On-site or partner early childhood centers provide the high-quality education that lays the crucial foundation for academic achievement, social success, and economic productivity. Jeremiah coaches parents to become partners in their children's education.

Safe & Affordable Housing

Jeremiah Program offers young mothers and their children safe and affordable housing or, with non-residential programs, ensures that such housing is in place. The stability provided by this housing allows women to grow as parents, succeed as students, and prepare for career-track professions.

Empowerment & Life Skills Training

Empowerment is the catalyst for young women to change the direction of their lives. This required course promotes accountability and a deep understanding of how beliefs impact outcomes. Jeremiah women participate in weekly life skills training in career development, economic independence, physical and emotional health, and positive parenting. Jeremiah coaches participants to integrate skills into everyday actions.

Supportive Community

The supportive community begins with the Jeremiah sisterhood; by taking this journey together the women grow in self-confidence and develop cooperative relationships. Coaches work one-to-one offering women support, advice, and accountability in dealing with daily challenges and opportunities. Dedicated volunteers extend women's access to community resources and networks, resulting in expanded social capital for Jeremiah families.

National Reach – Local Impact

Jeremiah Program operates nationally in five states and prepares determined single mothers to excel in the workforce, readies their children to succeed in school, and reduces generational dependence on public assistance through empowerment, education and economic independence. Jeremiah Program currently has both residential and non-residential campuses in:

Austin, TX

Boston, MA

Fargo-
Moorhead

Minneapolis-St.
Paul

New York

Rochester, MN



The Role

Jeremiah Program seeks a Chief Advancement Officer (CAO) to lead its national advancement strategies for organizational growth. Reporting to the Chief Executive Officer (CEO), and as part of the Executive Leadership Team, the CAO is responsible for building relationships with national funders and prospects, managing the annual corporate, foundation, and government grants, and facilitating the enterprise-wide collaboration of fundraising efforts using best practices for development. This position provides key leadership across the organization, working collaboratively with the Campus Directors of Development to create an overall vision, strategy, and budget for development and marketing. The CAO is responsible for meeting the organization's annual and long-range development and marketing goals.

As the primary liaison to the Advancement Committee, the CAO will work to inspire and leverage the strategic guidance of community members. The role will focus on collaboration with internal staff, Board of Directors, donors, and external partners to develop and implement fundraising strategy aligned with the organization's vision and strategic plan. The CAO will foster a culture of philanthropy within the organization and assure that fund development supports Jeremiah Program's culture, mission and goals.

The CAO will lead a team of three, including: Grants Director, Marketing and Communications Director and Grants Manager.

Responsibilities

Develop and implement strategically planned activities required to meet contribution revenue goals for national advancement

- Create and implement strategies to identify, cultivate, solicit, secure and steward donors from multiple sources totaling the approved annual fundraising goal.
- Create long-term fundraising strategies to advance the mission nationally.
- Provide support and guidance to the CEO and the National Board of Directors in all advancement activities, and to establish an organizational vision for growth.
- Oversee research, identification, cultivation, solicitation and stewardship of a grant program targeting corporations, foundations, and government grants.
- Guide the creation of the annual case for national support and, in collaboration with marketing and communications, create annual individual solicitation materials and collateral.
- Work with Executive Leadership Team to increase national awareness of the return-on-investment in Jeremiah Program's model.
- Work with the Finance Department to ensure accurate and timely recording of contribution revenue, department expenses, and gift forecasting.

- Support and strategically guide the work of the National Advancement Committee and be responsible for executing operational plans set forth by the committee.
- Provide input and guidance to the National Board's Governance Committee to ensure that key investors are being cultivated for Board leadership.
- Support and collaborate with the Director of Marketing and Communications to develop marketing strategies designed to build community awareness of the organization's mission.
- Responsible for raising funds to advance Jeremiah Program into new communities and enhance the infrastructure; and, for long-term development planning.

Ensure best practices for development across the enterprise

- Lead the enterprise-wide annual development planning process and quarterly review with Directors of Development and the Executive Leadership Team.
- Collaborate with Executive Directors for efficiencies and clarity bringing about optimal fundraising.
- Establish and manage best practices in development across the enterprise, including the prospect research, donor communication, solicitation and recognition programs.
- Ensure that electronic and social media are utilized to Jeremiah's best advantage and provide guidance and input to the publication of the organization's collateral materials.
- Oversee enterprise-wide events such as the Community Conversation for expansion, and work with Directors of Development on Visionary Circle and Michael J. O'Connell Society for the enterprise.

Supervisory and leadership

- Provide leadership, support, and coaching for the grants team and the marketing and communication team, including recruitment, management, training, retention and evaluation of highly qualified professional and support staff.
- Serve as the primary liaison to the Advancement Committee, the CAO will work to inspire and leverage the strategic guidance of community members.
- Develop cooperation, collegiality, and teamwork to build an inclusive culture of philanthropy which fosters community and shares accountability for Development goals.
- Cultivate and maintain key relationships with donors, benefactors, grant recipients, and volunteers.
- Accountable for a shared strategy that encompasses each community, serving as an inspirational partner with each of the Directors of Development
- Collaboration with internal staff, Board of Directors, donors and external partners to develop and implement fundraising strategy aligned with the organization's vision and strategic plan.
- Leverage volunteers and interns to increase organizational capacity within Advancement.



“As a relatively new mom, I have a desire to give my children every opportunity available. Jeremiah’s approach of breaking the cycle of poverty two generations at a time goes right to the heart of that sentiment. It’s also a wonderful way to contribute to a program that has an immediate, local impact.” - Rebecca Winnick Hammond, DONOR

The Ideal Candidate

A strategic, visionary, and forward-thinking leader, the CAO will drive the organization’s national advancement strategies to support Jeremiah Program’s continued organizational growth. The ideal candidate is a seasoned, strong development leader with proven experience working within a national, multi-site, or similarly complex organization. A thought-leader in advancement, the ideal candidate will bring an innate curiosity and proven innovation in fundraising strategies to advance the mission of Jeremiah Program on an even grander scale. To continue to support the current growth and momentum within Jeremiah Program today, the ideal candidate will bring a national reach with a proven record of success in driving resources to the organization.

The CAO brings dynamic energy and a genuine passion for the Jeremiah Program mission of ending the cycle of poverty two generations at a time. Serving as the organizational advancement leader, the CAO is seen as an ‘inspirational partner’ to the executive leadership team, the national development team, and campus Executive Directors – working in collaboration to advance the mission and support the growth of the organization.

Dually-tasks with both driving best practices in advancement and building a culture of philanthropy on a national scale, the ideal candidate is a strong and inspirational leader. S/he is well-versed in change management to support national development strategies going forward and is adept at gracefully navigating the complexities of a matrixed environment. S/he is an exceptional communicator and highly collaborative, to successfully manage both up and across the organization.

While no one candidate will have all the enumerated criteria below, the ideal candidate will possess many of the following professional and personal abilities, attributes, and experiences:

- Articulate Jeremiah Program’s mission and impact to successfully solicit and secure gifts from individuals, foundations and/or government grants.
- Cultivate, build, and maintain community-wide relationships amongst business leaders, public officials, key community partners and stakeholders. Persuasively communicate to create greater understanding and respect amongst all sectors and levels within organizations.
- Lead a comprehensive approach to fundraising and marketing to create process and infrastructure supporting an enterprise-wide advancement strategy that sustains long-term relationships and success.
- Strategic, big-picture thinker who can institute best practices and provide resources and support for the Campus Executive Directors and Directors of Development.
- Think strategically, with agility. Design programs that will expand upon Jeremiah’s established reputation as a leader in the field.
- Bring a high level of energy and intellectual capacity to partner effectively with the CEO and the Board of Directors.
- Convey exceptional judgment and decision-making in cultivating relationships and determining when to move relationships to the next level.
- Champion a vision and inspire others to support the vision—leading by example.

- Manage, motivate and lead staff to prioritize, achieve and exceed goals. Possess a willingness to empower others, provide support/guidance and encourage creativity to get the job done—even in the face of ambiguity.
- Provide a collaborative management style that builds and develops teams, establishing positive, authentic, long-term connections.
- Serve as a superior team player, effectively communicating with peers and direct reports to gain respect and trust of others, including the ability to work with remote teams.
- Bring excellent writing skills and demonstrated computer skills, including database management.

Candidate will possess a:

- Strong drive and motivation to push self and others for results accompanied by a “roll up your sleeves” attitude, humble personality with an orientation toward placing the greater good of the mission ahead of self-promotion, self-recognition, or personal agendas.
- Passion for the Jeremiah Program mission and values. Ability to succeed in an organizational culture that values empowerment, collaboration, and respect.

Additional requirements include:

- 7+ years raising funds within a nonprofit organization; with professional success in growing annual unrestricted contributed revenue.
- Experience managing and leading an advancement department.
- Bachelor’s degree required.

“I chose a different path to follow. I chose not to follow in the steps of previous generations, rather I chose to leave a legacy that my children cannot only be proud of, but a legacy for them to provide for future generations.”

Catherine Rose Smith, JEREMIAH VOLUNTEER

**For more information or to submit your credentials, email info@cohentaylor.com.
All inquiries will remain confidential.**

Equal Opportunity Employer/Protected Veterans/Individuals with Disabilities

The contractor will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor’s legal duty to furnish information.