



President and Executive Director  
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## OUR CLIENT

The Center for Community Solutions (CCS) is a nonpartisan think tank focused on solutions to health, social and economic issues. Community Solutions' efforts are critical to the work and effectiveness of direct service organizations in Northeast Ohio.

These organizations use CCS data to identify changes in community demographics that will impact their services and identify the gaps and overlaps within these services. They use CCS analysis to better understand public policies that affect their work and develop advocacy agendas accordingly. They use Community Solutions' timely and affordable training programs to increase their knowledge in order to better serve their constituents. They use the networks and coalitions offered by CCS to build a strong voice on behalf of the most vulnerable citizens in our community.

In addition to direct service organizations, funders, as well as policy makers, rely on CCS data and analysis to inform their decision-making, which can potentially impact all Ohioans. Three areas of expertise support every aspect of Community Solutions' work: Applied Research; Nonpartisan Public Policy and Advocacy; and Communications.

**Please visit their website for more information:** <https://www.communitysolutions.com/about-ccs/>

## THE OPPORTUNITY

This is an exciting time to join the Center for Community Solutions as their new President and Executive Director. With a high performing leadership team in place and an ever-increasing community impact and outreach, the organization has reached an inflection point in its ability to further strengthen its resources and services for the greater good of the organizations and communities they serve.

The New President and Executive Director will bring strong collaboration, innovation, and partnership building skills in the executive and legislative branches of state and local governments along with a servant-leader style, an empowerment mindset and strong expertise in the arena of health and social services. With the full support of the Board of Directors, the new President and Executive Director will be highly successful in driving the long- and short-term strategies to accomplish the organization's critical mission.

The position has been held for the past eight years by John Corlett, who has now made the decision to retire with the commitment to ensure the seamless onboarding of the incoming President and Executive Director.

## COMPETENCIES AND RESPONSIBILITIES

- Broad understanding of the role health and social services play in American society in general and the State of Ohio, Northeast Ohio, and Cuyahoga County in particular.
- Broad understanding of the roles, scope, and manner of financing health and social services in general, and the State of Ohio, Northeast Ohio, and Cuyahoga County in particular. This includes knowing and having interacted with major funders in Ohio, the region, and especially Cuyahoga County.
- General understanding of nonprofit management principles and responsibilities.

### **Community/Policy Impact:**

- Provides leadership on health and social issues, bringing the core competencies and projects of the organization to bear to improve private and public interventions.
- Communicates regularly with appropriate community leaders, business, government, health and social service providers, foundations and other grant making organizations, educational and research organizations, and the media.
- Engages community leaders and public officials on behalf of the organization.
- Contributes directly to the intellectual and analytical products of the organization.
- Familiar with the geography and demography of Northeast Ohio.
- Knowledge of and experience in engaging the formal and informal power structure of Cuyahoga County.
- Knowledge of and experience in engaging members of the executive and legislative branches of state government.
- Ability to translate research and policy analysis into actionable steps for the community.
- Ability to work with key funders or nonprofits, to understand and develop a scope of work that facilitates deeper understanding of community needs, policy trends, and develop recommendations as appropriate.
- Be a resource and thought leader on key issues aligned with the Mission of CCS.
- Ability to leverage CCS thought leadership at critical transition times to influence key policy directions for our community.
- Promote CCS research and consulting services and collaborate with innovative thought leaders.

### **Leadership and Staff Development:**

- Provides leadership to staff on health and social issues, bringing the core competencies and projects of the organization to bear to improve private and public interventions.
- Leads and coordinates a high-performing group of staff and consultants who have considerable expertise and networks and require latitude to pursue issues and objectives with minimal supervision.
- Aligns staff work with policies and plans adopted by the Board of Directors.
- Directs staff support of Board of Directors and its committees.
- Experience engaging, interacting with, and managing staff roles and functions supporting a Board of Directors.
- Willingness to promote the work of colleagues and share credit and the "spotlight."
- Demonstrated ability to manage human resources, including performance management and capacity to make complex decisions politely but firmly.

**Financial Responsibilities:**

- Directs preparation of operating and financial plans and leads revenue-generating activities that will achieve objectives in core competency and project areas.
- Assures strong financial performance and management.
- Demonstrated ability to manage a budget.
- Demonstrated ability to apply for and receive major public and philanthropic grants.
- Understands endowments and trusts.

**Organization Management:**

- Provides key financial, operational, project, human resource, and facility information to the Board of Directors.
- Willingness to participate in a number of activities that would normally be delegated in a larger organization (e.g., close scrutiny of monthly financial reports, management of Board schedule, operating and performance plans and semi-annual performance reviews).
- Ability to manage partnerships with multiple organizations.
- Demonstrated ability to negotiate and manage service contracts.
- Ability to participate in other duties that arise from the position such as transition committees.

## QUALIFICATIONS

- Combination of education and experience normally represented by a master's degree in public, business, or nonprofit administration; public health; or social work.
- 12 years of related experience addressing complex organizational, program, community, and resource development issues.
- Must be an effective leader as well as a skilled manager.
- Exceptional written and verbal communications, planning, organizing, and managing a broad array of significant functions and processes.
- Significant organizational aptitude.
- Must be proficient in use of a personal computer, including the following software programs: Microsoft Office; Outlook email and electronic scheduling; and social media applications.
- Familiarity with Word Press and Mail Chimp is preferred.
- Use of a personal cell phone for business purposes is required.
- Valid Ohio driver's license, accessibility to a vehicle and current automobile insurance and agency insurability is required.
- Ability to travel to advocate and give testimony when necessary.

If you are an exceptional leader with the qualifications, attributes, drive, and determination required to be extraordinary, we are extremely interested in speaking with you. Please submit your interest in confidence to:

**Linda Gray | SVP, Executive Search Practice Leader | Ratliff & Taylor | lgray@rtcpi.com**