



## children's home & aid

### VICE PRESIDENT, EARLY CHILDHOOD SERVICES

#### ABOUT CHILDREN'S HOME & AID

Children's Home & Aid engages with nearly 30,000 children, youth and families every year from across the state of Illinois, connecting them to resources at home, in classrooms, and in the community. The agency centers the family in every decision and works to strengthen communities through data-informed, collaborative, and preventative solutions. Its full spectrum of individualized services are designed to address racism, equity, economic mobility and other potential barriers to success.

Children's Home & Aid is uniquely positioned to ensure that all children, youth and families have the same opportunity to reach their full potential. The agency has a long history of innovating, transforming systems, and improving practices to support child well-being. Through research, intentional collaboration, and a growth mindset, Children's Home & Aid is working to solve complex social issues and evolve the public child welfare system that it helped to create. By listening and working alongside families, and centering equity in all it does, the agency is building a foundation on which every child, family, and community can thrive.

Early Childhood Services are core to this vision for Children's Home & Aid. By providing a range of early childhood care and education, the agency is committed to closing the achievement gap for children born into high-risk environments. Programs include community child care centers, Head Start and Early Head Start programs, the Child Care Assistance Program, Preschool for All, and other resources to support families at home and in the community.

With its new strategic plan, Children's Home & Aid is embarking on a powerful journey to create a more inclusive community that will improve the staff experience, shape and improve how the agency works in communities, how they listen and understand the voices of those they serve, and infuse those voices in programming, resource allocation, and policy decisions.

Learn more about Children's Home & Aid [here](#).

#### Key Facts

- 200+ Early Childhood staff
- \$15M Early Childhood Services budget
- [Early Childhood Programs](#)
- [Blueprint for Impact](#)
- [Strategic Plan](#)
- [History, Values, and Core Beliefs](#)

#### Mission & Vision

##### MISSION

Children's Home & Aid advances the well-being of children by investing in families to disrupt the systemic and multi-generational cycle of racial, social and economic inequality.

##### VISION

Children's Home & Aid envisions an equitable world where all children and families thrive in strong communities.

#### Visit



## CORE VALUES

Children's Home & Aid is guided by a set of core values, its SCOPE, that permeates its work at all levels. These values are:

- **Strong Families:** Family, in all forms, is the most important asset for child well-being.
- **Community:** Thriving families are part of a larger system of social supports which must be just, equitable and accessible.
- **Opportunity:** All children should thrive and opportunity should not be predicted by race or zip code.
- **Partnership:** All families have strengths, and our role is to partner with them as coaches, mentors and advocates to build on those strengths.
- **Equity:** Equity is foundational to our work, and we seek to disrupt and transform inequitable institutional systems so that people of all races, abilities, communities and identities have equal access to the resources necessary to thrive.

## THE POSITION

The Vice President of Early Childhood Services is responsible for the development and management of all Early Childhood programming at Children's Home & Aid, including federal- and state-funded programs in urban, suburban, and rural communities in Metro Chicago and Central Illinois for children between the ages of 0 to 5 years. Through strategic thinking, the VP will set a vision for growth of the program that is rooted in best practices in early childhood education and implement that vision in alignment with the agency's strategic plan. They will manage, coach, and develop a talented team of four direct reports who oversee all aspects of the early childhood programs for the agency. The VP reports directly to the Executive Vice President and Chief Operating Officer.

The ideal Vice President will be strategic, collaborative, and comfortable working in a fast-paced and data-driven environment. They will be adept at leading a large, talented, and complex team in a way that develops professionals to do their best work and grow in their careers. This VP will also have the experience to serve as an effective member of the agency's leadership team in making organization-wide strategic decisions.

## MAJOR OBJECTIVES

Within the first 12 to 18 months, the Vice President, Early Childhood Services will achieve the following major objectives:

- Develop a strategic vision, plan, and direction for early childhood services and begin implementation of that vision in alignment with the agency's five-year strategic plan.



- Assess grant funding for early childhood programs and develop a plan for renewal of existing grants and cultivation of new ones to ensure the financial sustainability of current and future programs.
- Create a structure for inclusive leadership development across the Director and Manager levels of the team that empowers staff to implement the agency's strategic plan and blueprint for impact in their respective areas of responsibility.
- Streamline systems to ensure the continued excellence of program offerings and rich data collection to demonstrate the impact of programs; continue to lead with a focus on data-driven, family-centric approaches that center equity, diversity, and inclusion.

## RESPONSIBILITIES

The Vice President, Early Childhood Services will have the following primary responsibilities:

### ORGANIZATIONAL LEADERSHIP

- Provide visionary leadership to develop a strategic plan for early childhood services in alignment with the agency's strategic plan and blueprint for impact; implement operational plans that engage staff at all levels in advancing the agency's strategic goals.
- Identify areas of opportunity for early childhood services programs, utilize data to assess those opportunities, and recommend strategies for their impact and sustainability.
- Implement systems change to streamline the collection and utilization of rich data to demonstrate the impact of the agency's programs on children and their families.
- Engage client, community, and staff voices so that programs are delivered in partnership with the community.
- Build and support a diverse team, modeling inclusive leadership and coaching staff to develop a leadership pipeline for early childhood services.
- As a member of the leadership team, establish strategic relationships with internal and external stakeholders to achieve common goals; represent the agency and the early childhood services team with provider groups and community partners.
- Promote high-quality, high-impact services through adoption of best practices and active participation in the quality improvement and Team Impact processes.
- Engage with executive leadership, the Board of Trustees and Regional Boards to interpret and report on program goals and achievements; ensure that the Parent Policy Council is active and engaged.



## DEVELOPMENT AND ADVOCACY

- Partner with the development and government affairs teams to identify, qualify, and capture funding opportunities; collaborate to develop program plans and prepare programmatic reports.
- Work closely with the external affairs team to advocate for robust policies and social supports which are antiracist, equitable, and directed at creating social capital, economic mobility, and systems to ensure thriving children, families, and communities.

## PROGRAM MANAGEMENT

- Manage and develop the early childhood services team through four direct reports and in partnership with the Vice President, Central Region; ensure that team management aligns with the agency's performance standards and equity, diversity, and inclusion (EDI) efforts.
- Direct all early childhood services in the Chicago metropolitan area, including Head Start, Early Head Start, Illinois State Board of Education (ISBE)-funded early childhood programs, DHS Child Care Assistance Program (CCAP), and any local community education-related programs. Oversee recipient-operated Head Start and Early Head Start programs statewide.
- Develop and manage the annual operational and capital budgets for the early childhood services team in collaboration with the finance department.
- Guide the execution and expansion of core existing programs within the state by assessing local community needs, how they can best be met within the strategic goals and objectives for the region and agency, and making recommendations to executive leadership.
- Ensure the full compliance of Head Start and Early Head Start programs, (including partners and all service options) with Federal Performance Standards, Department of Children and Family Services (DCFS) licensing standards, ISBE regulations, accreditation standards and any state and local contractual requirements, including the development, implementation, and monitoring of any necessary corrective action or quality improvement plans.
- Work cross-functionally with other organizational leaders to advance the work of prevention, family, and equity; serve as a thought partner in leading agency-wide EDI efforts, and social justice and trauma-informed care practices.
- Collect, analyze and utilize data to guide the continuous improvement of services; develop, monitor, evaluate, and interpret program documentation, statistical reports, and service plans.
- Coordinate the operational needs of all early childhood service sites and serve as direct administrative back-up to program staff in the absence of the Directors and other key regional staff members.
- Statewide travel is required; typical travel will be accomplished in day trips, with occasional overnight trips as needed.



## QUALIFICATIONS

The ideal candidate will bring most of the following qualifications and skill sets:

- A minimum of ten years of experience in the early childhood or human services field with at least five years of progressive administrative experience in a Head Start, Home Visiting, and/or Center-based program serving children between the ages of 0 to 5 years.
- Experience working with diverse program participants and communities that include low-income populations, bilingual and culturally diverse populations.
- Significant staff management experience in multi-site early childhood and/or Head Start programs, ideally those with a complex or matrixed staff structure.
- Strong understanding of best practices for a wide range of programs, practices, and emerging trends in the early childhood sector.
- Must meet all Head Start Performance Standards for staff holding Director-level positions.
- Demonstrated experience leading inclusive practices for working with diverse populations and staff, setting practices to engage diverse voices in decision-making.
- Exceptional ability to utilize and translate complex data to demonstrate impact, tell a compelling story, and inform decisions.
- Collaborative and effective interpersonal skills with a history of building relationships with colleagues at all levels to lead enterprise-wide strategy; the demeanor to embrace collaborative problem solving.
- Excellent verbal and written communication skills and the ability to connect effectively with parents, staff, the community, governmental entities, and funders.
- Experience and comfort with public speaking and the ability to engage varied audiences, including meeting facilitation, public events, and professional forums.
- A high level of discretion and respect for confidentiality and organizational protocol.
- A demonstrated commitment to inclusion, diversity, equity, and anti-racism with a history of working effectively and collaboratively with diverse individuals and communities.
- Master's degree from an accredited college or university in early childhood education, education, family studies, developmental psychology, social work, or a related human services field is required.
- A valid driver's license is required.



## COMPENSATION AND BENEFITS

The salary range for this position is \$130,000 to \$135,000. Benefits include medical, dental, vision, life, and disability insurance; employee assistance program; paid time off; eleven paid holidays; flexible spending account; and 401(k) plan.

Children's Home & Aid recognizes, respects, promotes and celebrates the value of cultural diversity and will ensure that your ethnic or cultural customs, practices, and beliefs, sexual orientation, gender, gender identity, gender expression, disability, and/or community differences will be respected by agency staff.

## APPLICATION

Children's Home & Aid has retained Campbell & Company to conduct this search. The team for this project includes Colleen Rogers, Senior Consultant, and Trinity Gordon, Associate Consultant. To be considered for this opportunity, please send a letter of interest and resume to:

### TRINITY GORDON

Associate Consultant, Executive Search

[trinity.gordon@campbellcompany.com](mailto:trinity.gordon@campbellcompany.com)

(312) 620-1371 direct

*Children's Home & Aid is committed to the principles of Equal Employment Opportunity and Affirmative Action. All employment activities are conducted in an equal and equitable fashion. The Agency prohibits employment discrimination on the basis of race, color, gender, age, religion, disability or handicap, national origin, ancestry, sexual orientation, gender identity, marital status, parental status, veteran status, source of income, and any other legally protected category in the recruitment, selection, hiring, determination of salary level and benefits, promotion, demotion, layoff, termination, and other terms and conditions of employment.*

