CHIEF EXECUTIVE OFFICER

ChildCare Aware®
OF WASHINGTON

The Organization

Child Care Aware of Washington (CCA of WA) is a state level organization that works in collaboration with six independently managed regional entities dedicated to ensuring that every child in Washington has access to high-quality early learning programs. Created by state statue in 1986 and incorporated in 1989, it is the only statewide child care resource and referral program in Washington.

With 22 total staff positions (Tacoma office), an operating budget of ~$1.5M, and a total budget of ~$25M for the current fiscal year, CCA of WA works in collaboration with six regional child care resource and referral programs across Washington that provide local services to child care providers. These services include technical assistance, training and coaching. CCA of WA also implements Early Achievers, Washington's quality rating and improvement system. The Family Center connects thousands of families seeking child care to licensed child care programs in their areas, and Child Care Aware of Washington Scholarships provides funding to child care and early learning professionals for education and development. CCA of WA also advocates for child care policies on the state and national levels that positively impact the lives of children and families.

Click here to learn more about CCA of WA.

MISSION STATEMENT

Child Care Aware of Washington provides thorough and independent information and support:

- For families seeking quality child care
- For child care programs seeking to improve quality and
- For effective policymaking

VISION

Every family in Washington has access to high-quality early learning choices for their children, and every child care program has the resources and support needed to help prepare children for success in life.

Watch this brief video to learn more about the work of Child Care Aware of Washington.

The Position

Reporting to the Board of Trustees, The Chief Executive Officer (CEO) is responsible for the overall operations of the organization, and the consistent achievement of its mission and financial objectives. The CEO advances the vision of the organization, mobilizes the Board of Trustees, provides policy direction, inspires and leads a strong leadership and staff team, monitors and strengthens the organization's financial health, engages in extensive community outreach and advocacy and significantly advances resource development.

As a key representative of the organization, the CEO provides progressive and pro-active leadership in the nonprofit and early learning community. In addition, they ensure the development and maintenance of appropriate partnerships and collaborations, monitors all CCA of WA contracts, assures annual work plans are in line with the strategic plan, and preserves overall organizational quality control.

Specific areas of accountability include:

- **Partnering with the Board of Trustees and the Member Council**
- **Contract Administration**
- **Community Relations and Resource Development**
- **Financial Management**
- **Leadership Development**
- **Marketing and Communications**

The Profile

In addition to exhibiting a genuine passion for early learning and child development, the CEO embraces and promotes cultural competency, values the full range of human diversity, and models a healthy respect and awareness of the broad spectrum of our lived experiences. The CEO understands human services and the nonprofit environment, and is able to communicate effectively with a wide array of audiences.

With a pro-active leadership style, the CEO builds effective teams by inspiring others, managing with innovation, delegating appropriately, and providing opportunities and resources for continuing professional development and growth.

The CEO is a skilled relationship builder, adept at operations/business management, comfortable playing a visible external role, and maintains a systems perspective. They are a strategic thinker by nature, can see and articulate a clear vision for the future, and thrive in fast-paced, complex environments.

The CEO sets the tone for others by modeling the organization's values, and maintaining high standards of integrity, compassion, honesty, and transparency at all times.

Qualifications

Competitive candidates will possess at least ten (10) years of increasing responsibility in organizational leadership and management, with significant experience in the nonprofit sector. The position requires compelling expertise in a combination of the following areas: community development, public policy, business, education, early learning, finance, budget development, communications, cultivating new program opportunities, and contributing to grant development. Candidates with experience working within a government funding and policy environment with demonstrated success in achieving contract outcomes are highly desirable.

Excellent organizational, public speaking, communications, listening, problem-solving, and analytical skills are essential in the role, as are supervisory skills, the ability to lead a team, and experience developing and managing budgets and presenting financial reports. In addition, expertise in managing systems, and navigating and working across diverse groups and organizations, ideally within the early learning system is preferred. Possessing collaboration and facilitation skills would be beneficial for this role.

Bachelor's degree required. Master's or advanced degree preferred, and an advanced certification in nonprofit management or early learning is highly desirable. Finally, CCA of WA seeks candidates with the ability to manage time, tasks, and priorities effectively, and remain flexible in a dynamic environment.

Opportunities for Impact

The impact and influence of high quality, consistent early childhood education is becoming clearer and clearer as study after study finds significant long-term benefits from these investments. As such, state and federal funding has been increased in recent years. The new CEO of CCA of WA will be leading an organization with a solid track record of success, a healthy financial position, and a talented, dedicated team of staff members. From this foundation, the CEO will have the opportunity to raise and enhance the visibility and stature of CCA of WA, spread the word more broadly about the efficacy of the organization's work, and advocate for even larger investments in early childhood education from private, public, and corporate sources.

The transition of executive leadership at CCA of WA comes at a time when the organization's primary funder, the Department of Early Learning at the State of Washington, has merged with two other State agencies to form the Department of Children, Youth, and Families. The new CEO of CCA of WA will have an opportunity to form and foster relationships with key State leaders and work in cooperation with them to influence and guide the work of CCA of WA in the future.

In addition, the CEO will lead a collaborative strategic planning effort with the Board of Trustees and Member Council to design a broad, long-term vision for CCA of WA including: assessing and analyzing the organization's current programs; identifying new ways to further CCA of WA's mission; and identifying and pursuing new funding streams.

To Be Considered

Child Care Aware of Washington and the Valtas Group are progressive employers. Both entities embrace diversity of thought and personal experience, and encourage members of underrepresented groups to apply. For immediate consideration, please complete the brief application that can be found by clicking here. Please upload your resume and a two-page (or less) cover letter as a single PDF or Word document. You may direct your questions to Mr. Ed Rogan via email at ed@valtasgroup.com or by calling 206.697.8428.