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EXECUTIVE SEARCH



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WOMEN'S BUSINESS ENTERPRISE



# position announcement

**APRIL 15, 2024**

Executive Search for  
Oregon State Director, First Children's Finance





## First Children's Finance

In partnership with First Children's Finance, Boly:Welch is searching for the organization's first Oregon State Director to lead the way in growing the supply and business sustainability of excellent child care in Oregon.

Please submit your application for this position [here](#).

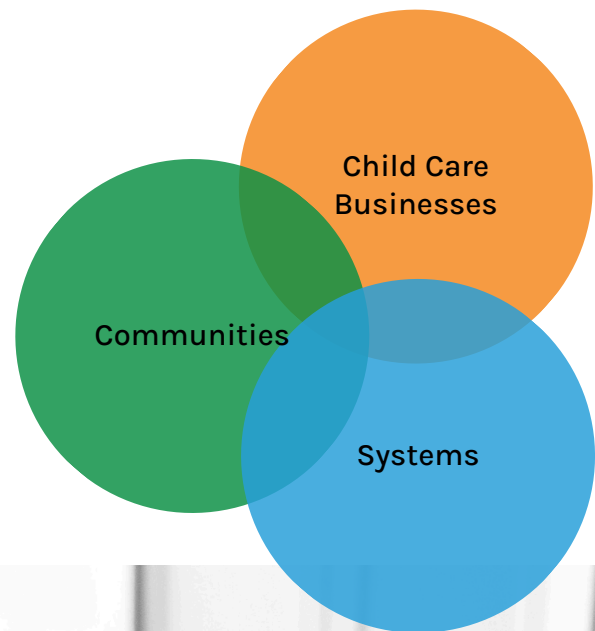
## About the Company

Established in 1991, First Children's Finance (FCF) is a nationwide nonprofit dedicated to fostering the well-being of children, families, and communities by enhancing the accessibility, affordability, and excellence of early care and education services. FCF tackles the financial and operational challenges of childcare through three primary avenues: building the financial viability of childcare entrepreneurs, collaborating with communities to maintain and expand childcare resources, and advocating for supportive policies and investments at both state and federal levels.

### MISSION

To grow the supply and business sustainability of excellent child care.

Headquartered in Minneapolis, Minnesota, FCF extends its reach through business development programs and financial assistance to early care and education providers across various states, facilitated by regional offices in Iowa, Michigan, Minnesota, Oregon, and Vermont. For further details, visit [www.firstchildrensfinance.org](http://www.firstchildrensfinance.org).





## Details

### POSITION OVERVIEW

FCF is in search of a dynamic Oregon State Director: someone adept at both management and leadership, with a strategic and collaborative approach. They should possess the ability to inspire, motivate, and empower others toward the goals of FCF. This role requires a versatile "generalist" who is a thought leader and self-starter. The ideal candidate has a track record of success in fundraising and communication, demonstrating creativity, curiosity, innovation, and a commitment to continuous improvement to further FCF's Theory of Change. The Oregon Director will excel in cultivating and nurturing key stakeholder relationships and establishing the Oregon FCF state office.

### LOCATION:

Must be based in Oregon. Position is remote with travel around the state, as needed.

### COMPENSATION:

\$125,000-\$135,000

### BENEFITS:

Benefits include medical, dental, life, disability insurance, holidays, 401k retirement match, and paid time off. Allowable travel costs are reimbursed.

## Primary Responsibilities

Reporting to FCF's Chief Program Officer, the Oregon Director will build and lead a team of staff to ensure the effectiveness and sustainability of all Oregon programs and participate in the FCF Leadership Team to support organization-wide activities. The Oregon Director will also manage the day-to-day operations in Oregon under policies determined by FCF.

### Primary responsibilities include:

#### Staff Development and Management:

Support, develop, and retain qualified and excellent staff, consultants, and volunteers; ensure the smooth and efficient operation of the organization by selecting and developing effective people; foster a culture of collaboration and mutual respect, focusing on outstanding performance.

#### Strategic Financial Development:

Plan and implement an annual fundraising strategy; seek and maintain relationships with institutional funders; secure funding from state government and philanthropy; develop funding proposals and evaluation reports; own and manage an annual budget.

#### Program Planning and Management:

Develop, manage, and promote business and financial programs; help Early Childhood Education (ECE) providers build their business skills and capacity; market, evaluate, and improve FCF programs and services; provide training, consultative, and technical assistance to strengthen ECE programs.

#### Relationship Management:

Maintain strong and effective relationships with ECE business leaders and advocates in Oregon and nationally; build and maintain strong relationships with private and public sector leaders, revenue sources, industry leaders, and allied organizations.



## What Matters Most

- Proven leadership experience in a senior leadership role within the nonprofit industry – knowledge in finance, policy management, education or program management desired
- Ability to hire, train, retain, and mentor a highly qualified and dedicated team in Oregon
- Exceptionally organized, self-driven, and capable of independent work
- Proficient in offering business and financial guidance and conducting training sessions
- Skilled in comprehending, interpreting, and analyzing financial statements, as well as creating and overseeing budgets
- Capable of strategic thinking, regional planning, and executing plans effectively
- Strong ability to build relationships with a multitude of stakeholders (key business, community, and government leaders)

## Requirements

- Bachelor's degree in business, organizational development, planning, communication, finance, nonprofit administration, or public administration is required; Master's degree preferred
- Three or more years executive- or advanced-level professional supervisory experience in a nonprofit organization. Knowledge of early care and education business operations is a plus
- Successful track record of securing approximately \$1 million annually through a mix of philanthropy, government, corporate, and individual donors
- Familiarity with the communities across Oregon, or the ability to quickly make connections in those communities
- Program planning, development, facilitation, and evaluation
- Demonstrated knowledge of community and economic development
- Proven administrative competence in areas such as financial management, budgeting, planning, and goal setting
- Positive orientation to change and new ways of doing business, including the ability to innovate and implement continuous improvements; adoption of FCF's Theory of Change
- Openness to learning, accepting positive and constructive feedback
- Engagement and partnership with private sector
- Energy and enthusiasm, with a can-do attitude
- Proven track record of monitoring, managing, and analyzing program data and outcomes.
- Systems thinking, simultaneously maintaining a big-picture focus while attending to detail

## Next Steps

### HOW TO APPLY

If you enjoy driving innovation while improving community outcomes, we encourage you to apply. This is a high-profile leadership role, providing many rewards, from community recognition to executive compensation.

To be considered, please submit your application for this position [here](#).

### TIME FRAME

All applications and resumes must be submitted by May 1st.



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